



SDS complimentary ticket log:      Production: .....

Show date	Name	Reason	Requested by	Issued by Box Office

Complimentary tickets should be issued sparingly as they represent a potential loss of ticket revenue. However the following may be agreed:

- Directors are entitled to 1 Comp per show
- Press as requested by Publicity Officer
- Production support comps for non members supporting a production

Comps requested for other reasons should be discussed and agreed with SDS Committee in advance.

Quay Box Office to book tickets 01787 374745 – [www.quaysudbury.com](http://www.quaysudbury.com)

This log should be maintained by the Director and submitted to SDS Secretary following the end of the production for Committee review