



HALE CENTRE THEATRE

Welcome! We are excited you have become a HCT Season Ticket holder!

Below are instructions for reserving dates and seats.

- First, finish your season ticket purchase by completing payment.
- You will need to log out and log back in to schedule your plays.
- Select your preferred date for the production you wish to reserve using the TICKETS button at the top left of the screen.
- Select any available seat and choose the 'fulfillment' price (rather than adult or youth)**
- Select all the seats you need and 'add to order'.
- You'll see a 'confirmation page' with what you have selected thus far - if you want to reserve more shows, return to TICKETS and repeat.
- Once you have all your seats, click CONTINUE on the confirmation page.
- If you added seats for family and friends, enter your payment information - if you did not, you'll notice you owe \$0.
- Click 'buy' to complete the reservations! (you'll get a large pink banner across the screen when you are successful)

Remember, the earlier you book your seats and dates, the better choice you will have. You get one free exchange PER play, so you can always switch later with 48 hours notice before your production.

** Special Note: If you see “Max Order 1” when reserving your seats please log out and back in and the system will recognize the correct number of seats you can reserve. We apologize for any inconvenience and are working on resolving this issue.