

MGOW EVENT BOOKING GUIDELINES

TERMS & CONDITIONS - PLEASE READ CAREFULLY

Thank you for booking an event delivered by Music Generation Offaly/ Westmeath.

Please read the following Terms and Conditions carefully, they explain how our ticketing process works.

Booking Tickets

- Please ensure you have requested the correct number of tickets.
- You will be notified of the outcome of your application within 2 weeks of applying for tickets. Please note that it may not be possible to adjust the number of tickets requested after this point.
- If your application has been successful Music Generation Offaly/ Westmeath will send an invoice for the full amount due, to the email address you have provided. Please do not send any money/ cheques until you have received an invoice from us.
- You will receive an email prior to the event with final details. Please ensure that you submit a correct, working email address for this.
- Please note that tickets are not sent to you prior to the concert. Instead, you will be asked to sign-in on arrival at the event and submit a full and correct record of all attending.
- The right is reserved to substitute artists and to vary programmes if necessary.

Payment

- Full payment is due by the deadline stated on the invoice, strictly.
- If the invoice has not been paid in full by the payment deadline, Music Generation Offaly/ Westmeath reserve the right to turn people away from the event.

Cancellations & Refunds

- Cancellations will be accepted up to one month before the event date. After this point you will be charged the full amount for the tickets.
- Successful applications made within one month of the concert are non-refundable.