



**ORDER FORM MUST BE COMPLETELY FILLED OUT TO BE PROCESSED!!!**

SMG Jacksonville Group Sales  
300 A. Philip Randolph Blvd  
Jacksonville, FL 32202

Telephone: 904-630-3900  
Fax: 904-854-0601  
[groupsales@smgjax.com](mailto:groupsales@smgjax.com)

EVENT: \_\_\_\_\_ DATE of EVENT: \_\_\_\_\_

TIME: \_\_\_\_\_

**CUSTOMER INFORMATION**

NAME: \_\_\_\_\_

EMAIL: \_\_\_\_\_

GROUP: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY, STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_

PHONE: \_\_\_\_\_

**Deadline for group orders is 7 business days before event  
(If multiple shows deadline 7 days before first performance)**

**RESERVATIONS**

QUANTITY: \_\_\_\_\_ PRICE: \_\_\_\_\_

SUB-TOTAL: \_\_\_\_\_

HANDLING FEE: **\$10.00**

TOTAL: \_\_\_\_\_

**SPECIAL REQUIREMENTS:**

\_\_\_\_\_

METHOD OF PAYMENT: CC \_\_\_\_\_

CHECK (NO personal checks: School or Church Only) \_\_\_\_\_

Make checks payable to: SMG Group Sales- No cash purchases

CC #: \_\_\_\_\_ EXP DATE: \_\_\_\_\_

PRINT YOUR NAME: \_\_\_\_\_

**AUTHORIZED SIGNATURE:** \_\_\_\_\_

**Must be signed by credit card holder**

**\*By filling out and signing this form you authorize SMG Jacksonville Group Sales to charge your credit card for the above transaction**