

**UNIVERSITY OF CENTRAL ARKANSAS
BOARD POLICY**

Policy Number: 646

Subject: Fees - UCA Ticket Central

Date Adopted: 05/01 Revised: 09/07, 05/10, 02/13

NOTE: Ticketing services and fees are addressed in this policy. Facility rental fees are addressed in Board Policy No. 400.

Charges for UCA Ticket Central services are as follows:

1. Box office setup fee: \$500 per event.
2. Per-ticket printing fee. Printing fees are set and may be adjusted from time-to-time with the approval of the vice president for finance and administration.

The director of UCA public appearances shall have the discretion, subject to prior approval of the administration, to require external organizations/individuals to use UCA Ticket Central services when tickets are required for an event.

The director of UCA public appearances shall have the discretion, subject to the prior approval of the administration and pursuant to Board Policy No. 416, to negotiate contracts with commercial ventures renting the performance hall that involve the sale of tickets. The director is authorized to negotiate a contract that will allow the university to participate in any and all revenues associated with the commercial venture, including a percentage of ticket revenue. No university funds shall be invested or placed at risk as a result of these contracts.