

The Japan Foundation, Sydney Japanese Film Festival School Screening Program

Booking Terms and Conditions

Part 1 – Bookings

- Bookings are handled through Eventbrite's online ticketing system accessed through The Japan Foundation's School Screening program webpage: <https://jpf.org.au/language/for-teachers/jffschoolscreensings/>.
- School screening bookings will be accepted by Australian schools only for groups of current students. If it is judged that an application does not meet the School Screening's terms of service provision (i.e. bookings appearing to be from other than Australian schools), Japan Foundation staff will contact the ticket booker to seek clarification. Bookings may be cancelled and tickets refunded should it be confirmed the booking does not adhere to this term of service, or other terms and conditions below.
- Ticket price is \$8 (plus a \$2 handling fee), a total charge of \$10.00 per person. This applies whether tickets are purchased by credit card or bank transfer.
- 1 free teacher/assistant ticket will be given per 24 students booked (e.g. 1 free teacher/assistant ticket for bookings of 1-24 students, 2 for bookings of 25-48 students etc.). Teachers/assistants above this free quota must purchase a ticket.
- Group seating will be allocated at the cinema. No physical tickets with seat numbers will be issued.
- Ticket sales close 3 weeks before the screening date in each city. No additional tickets may be purchased on the day of the screening.
- Please book your number of tickets carefully. Once payment has been received for your booking, ticket numbers cannot be reduced and no refunds will be issued for change of mind/mistakes made at the time of booking.
- Payment by credit card is the preferred method, and is strongly recommended to secure bookings. All offline/invoiced (i.e. non credit card) bookings are considered tentative until payments have been received. Payment terms are 14 days. Failure to make your payment by your designated payment deadline may result in the cancellation of your booking. We advise schools to promptly settle invoices.
- Once your payment has been finalised, you will receive access to a Unit of Work for the film approximately one month before the JFF School Screenings event in your city.

Part 2 - On the Day of the School Screenings Event

- Food and drinks purchased outside the cinema cannot be brought in.
- All groups must arrive at the venue no later than 9:45am (unless otherwise instructed for cities with multiple screenings.)
- Screenings begin at 10:00am sharp and will finish at 12:45pm (unless otherwise stated).
- Teachers are requested to please notify the Japan Foundation staff at the door of your school name and number of students. You will receive a seating chart with your school's allocated seating listed and feedback sheets for your school. All students and staff must sit within the seating allocated to their school on the day.
- To assist with the handling of large numbers of students, all groups are to remain seated for the duration of the screening until dismissed by the Japan Foundation staff.
- At the end of the screening, we request that teachers please collect all completed feedback sheets for your school (both students' and staff's). These feedback sheets are to be placed in your school's booking envelope and returned to the Japan Foundation staff before leaving the cinema.

Please read the Japan Foundation, Sydney's Privacy Policy at:
<https://jpf.org.au/privacy-policy/>