

Hoffman School of the Arts at Ruth Eckerd Hall

2026-27 SchoolTime Series Order Form

Sponsored by



*Submitting a form does not guarantee seats to a performance. A confirmation will be emailed when seats are confirmed.

School Name: _____ Phone: _____ School _____
 Address: _____ City: _____ Clearwater _____ Zip: _____
 % of Students on Free & Reduced Lunch: _____ Title 1 County: _____
 Bookkeeper's Name: _____ N/A _____ *Email: _____
 Teacher's Name: _____ *Email: _____

**Email address is required in order to receive invoices, confirmations & support materials.*

Payment: ☐ Cash ☐ Check # _____ ☐ Purchase Order # _____ ☐ Money Order
 # _____
☐ Credit Cards: ☐ Visa ☐ MC ☐ Discover ☐ American Express
 Acct. No: _____ Exp. Date: _____ CVV: _____

PERFORMANCE (Recommended Grades)	DATES, TIMES & VENUES (Please Circle all that apply)		PRICE	# OF STUDENTS	# OF TEACHERS	# OF CHAPERONES	GRADES ATTEND.	# OF BUSES & CARS	# OF SPECIAL NEEDS
REvolutions Dance Company Character Development, Dance, Music, Social Studies – Grades 2-6 An engaging and interactive dance performance recognizing and respecting our differences while celebrating our similarities. Raymond James Presents: Middle School Arts	11/17/26								
	11:30am	The Murray Theatre @ REH	\$5.00						
George Washington Carver & Friends Engineering, History, Mathematics, Science, Social Studies, Technology - Grades Pre-K - 5th Black History heroes laid the groundwork for some of the most amazing discoveries of the modern era, especially when it comes to Science, Technology, Engineering and Math. Hosted by the incredible scientist, George Washington Carver, a man who invented thousands of uses for the lowly peanut, this show introduces students to other incredible scientists, entrepreneurs and groundbreakers from Black History. Meet Madame CJ Walker, Jackie Robinson, Thurgood Marshall and more!	2/2/27								
	9:45am Or 11:30am	The Murray Theatre @ REH	\$5.00						



Celtic Angels Dance, Geography, History, Language Arts, Music, Social Studies – Grades 2-6 Just ahead of St. Patrick's Day take a musical journey through Ireland with the Celtic Angels! Raymond James Presents: Middle School Arts RAYMOND JAMES®	Date 2/16/27 9:45am Or 11:30am	The Murray Theatre @ REH	\$5.00						
The Selfish Giant's Garden – Puppet Theatre Character Development, Fairy Tales, Language Arts, Literature, Music, Puppetry – Grades Pre-K-2 Join Bits N Pieces Puppet Theatre for a touching retelling of Oscar Wilde's beloved tale about a lonely giant who learns to enjoy the laughter and light of children. Eight handcrafted marionettes, colorful garden set, happy music, and plenty of laughter bring the Giant, the playful children, and the weather to life.	3/9/27 11am	The Murray Theatre @ REH	\$5.00						
Winnie-the-Pooh Character Development, Literature, Literacy, Music - Grades K-3 The beloved literary classic comes to life in this sweet and charming production. Join Pooh and all of your favorite characters from Hundred Acre Wood as they find themselves in the playful predicaments first imagined by writer A.A. Milne in 1926. Christopher Robin, Owl, Eeyore and more bring this classic work to life.	4/20/27 Select: 9:45 am or 11:30am	The Murray Theatre @ REH	\$5.00						



2026-27 SCHOOLTIME ORDER FORM

*Reservations & Payment

- Advance reservations are required. Reservations are processed on a first-come, first-served basis. To view brochure online, visit www.hoffmanperformingarts.org, click on Performances and select the SchoolTime Series. Select Reservation Information and choose one reservation option. **FAX, MAIL and PHONE orders are preferred.** Please enter all information as requested.
- **Phone Orders:** (727) 712-2706
Mail Orders: The Marcia P. Hoffman School of the Arts, ATTN: Education Associates, 1111 McMullen Booth Rd., Clearwater, FL 33759
- **Phone orders** will be accepted **ONLY** with a valid credit card OR an **official, faxed purchase order** from your school. If you have specific questions about performances or reservations, please call the Registrars at **(727) 712-2706** or email us at rehedu@rutherfordhall.net.
- We understand that you may have to estimate seats needed. However, all final counts are to be updated **no later than 30 days prior to the event.**
- Unpaid orders will receive an email invoice 45-60 days prior to the performance.
- **Payment & Purchase Orders are due no later than 30 days in advance of the show.** All reservations not paid or reserved with a purchase order by the 30-day deadline will be cancelled and seats will be released for purchase by other schools on the waiting list.
- Purchase orders will be accepted no later than 30 days in advance, and payment must be received no later than 30 days after the event.
- Lack of payment within 30 days after a show will result in termination of purchase order privileges.
- **Please make all checks payable to: Ruth Eckerd Hall, Inc. Please write or type the account and order numbers on your payment or purchase order.**

Confirmations & Invoices

- An invoice with your **account and order numbers** will be sent to the teacher *and* bookkeeper within 10 working days of processing the order.
- When payment is received, an email confirmation will be sent to the bookkeeper and the teacher who placed the order.

Changes & Cancellations

- **No refunds or exchanges will be made after the 30-day deadline.** There are no refunds for unused reservations on the day of the performance.
- The teacher making the reservation is the contact person and is responsible for assuring that payment is made by the deadline. He/She is also responsible for accurately reporting the final count of reservations needed by that date. **We will not accept the lowering of numbers after the 30-day deadline. NO EXCEPTIONS.**
- Please be aware that we cannot guarantee seating for additional students if the show is sold out, although we will make every effort to accommodate additional attendees when space permits. It is important to remember to reserve seating for all teachers and chaperones as well as students. Every attendee must reserve a seat. For sold-out performances, this is especially important.

Complimentary Admissions

- All reservations receive 1 complimentary admission for every 15 paid admissions. After you pay for 15 admissions, the 16th is free. Please note that this complimentary admission can be awarded to students as well as to chaperones, teachers or bus drivers.

Educational Support Materials

- **Specific show information and a link to study guides will be posted on at least 40 days prior to the show.**
- Expand the performance with curriculum activities based on academic standards.

Seating

- All seating will be assigned by the Institute. Seating assignments are based on several factors: when the reservation was made, ages of groups attending and accessibility needs. Ruth Eckerd Hall ushers will escort groups to their seats.
- **Actual tickets are not issued.**
- Children under the age of three (3) will NOT be permitted to attend. **Please be sure chaperones and drivers are aware of this policy.**

Accessibility Needs

All of Ruth Eckerd Hall's venues are wheelchair accessible. Assisted listening accommodations are also available. **Please inform us of any special needs or requests when placing your reservation so we can make arrangements prior to your arrival.**

*New Audience Development and Transportation Grants

If you would like your students to attend a performance but are having trouble funding the trip, you may apply for a grant from The Marcia P. Hoffman Performing Arts Institute. The application can be found on our website. Please allow 15 business days for processing.

PLEASE NOTE: All events subject to change. All performances will begin promptly at the noted start times. We are unable to hold a performance for late arrivals. All events last approximately one hour unless otherwise noted. Artist talkbacks, when available, are included in that hour allotment.

PLEASE SAVE A COPY OF THESE POLICIES FOR YOUR RECORDS

Please sign the highlighted bottom of your Order Form.



BUS TRANSPORTATION REIMBURSEMENT OR ADVANCED PAYMENT

2026-27 'SchoolTime' Series

MISSION: This program was created to ensure that all school children in our community, regardless of economic background or any other social criteria, 1) have access to the performing arts and arts education; 2) are able to enjoy a professional theatrical experience at Ruth Eckerd Hall.

TRANSPORTATION REIMBURSEMENT or ADVANCE PAYMENT PROGRAM = \$150.00 per bus

REQUIREMENT: To apply, schools **must** be part of the Pinellas County School District and theater seats must be paid for in FULL before reimbursement or advance payment funds are released to the school. This form must be submitted NO LATER THAN 30 days after the performance.

Step 1: Make reservations for the show(s) of your choice. Enroll online, by fax or by calling (727) 712-2706.

Step 2: You will receive an invoice for your show registration and the below instructions on how to secure your funds.

The following are the **directions to receive your funds:**

- ☐ Choose your letter option and copy the provided letter onto your school stationary
- ☐ Insert the necessary information
- ☐ Enclose the invoice (and receipt if applicable)
- ☐ Advance Payment ONLY - SEND PROOF OF PAID INVOICE when you receive it from the transportation office

LETTER OPTION A: Reimbursement

[Put the date of your response here]

Sharon Reid-Kane

The Marcia P. Hoffman Performing Arts Institute

1111 N. McMullen Booth Road

Clearwater, FL 33759

Dear Ms. Reid-Kane,

On **[insert date]**, **[insert name of your school]** attended a field trip to Ruth Eckerd Hall for the showing of **[insert performance title]**. Enclosed is a copy of our paid invoice in the amount of **[insert amount]** for **[insert trip#]** for the above field trip.

Sincerely,



[Bookkeeper or teacher contact name and signature]

LETTER OPTION B: Advance Payment

[Put the date of your response here]

Sharon Reid-Kane

The Marcia P. Hoffman Performing Arts Institute

1111 N. McMullen Booth Road

Clearwater, FL 33759

Dear Ms. Reid-Kane,

On ***[insert date]***, ***[insert name of your school]*** attended a field trip to Ruth Eckerd Hall for the showing of ***[insert performance title]***. We have received an invoice from Transportation for the bus fee to Ruth Eckerd Hall. We are requesting to be paid for the transportation, so that we can pay the outstanding bill. The funds that you will send to us will only be used to pay for ***[insert trip#]*** for the above field trip. The bill is ***[insert amount]***, and should be addressed to ***[insert your school name]***, Attn: ***[insert your bookkeepers name and contact number and/or email]***. I understand that this will require me to send a paid statement, invoice or receipt once supplied by our transportation office or company. Thank you in advance for your assistance.

Sincerely,

[Bookkeeper or teacher contact name and signature]

Step 3: Payment for buses will be disbursed within 10 days from the receipt of your reimbursement/payment advance documents.

Contact information:

PHONE: (727) 712-2706

EMAIL: chook@rutheckerdhall.net



MAIL: Marcia P. Hoffman School of the Arts at Ruth Eckerd Hall, c/o Cynthia Hook, 1111 McMullen Booth Rd., Clearwater, FL 33759

Bus transportation and ticket subsidies are supported by the Pinellas Community Foundation

