



Event Ticket Sales – Terms of Agreement

The following rules will be initiated upon signature of participating chapter:

- (a) The use of the US Field Artillery Associations online ticketing system is only to be offered to and used by active chapters of the USFAA.
- (b) The participating chapter will provide all specific information pertaining to the ticketed event. Event information will only be allowed 1 change after the tickets go live on the USFAA website.
- (c) There will be one point of contact from the chapter. Rosters and communication will be done solely through this point of contact. Rosters/RSVPS will be pulled once a week. During the week of closing, roster/rsvp pulls will be authorized every other day. Roster/RSVPS will only be distributed to the POC. (*one alternative POC can be assigned)
- (d) There will be a predetermined date agreed upon by the chapter for the launch and close of tickets. After the closing date NO ticket sales will be allowed, both online or in the USFAA store.
- (e) Ticket sale reimbursements will be distributed via check made out ONLY to the chapter. Checks will NOT be made out to venues, personnel, or be split. (*please keep this in mind when deciding the cut off date for tickets as some banks take up to 14 days to clear)
- (f) USFAA will NOT provide refunds to ticket purchasers. It will be up to the discretion of the chapter to provide those from their chapter after the event.

Once terms are agreed upon, there will be no exceptions. Please sign and date below.

X

Unit POC & Title

X

Date

X

USFAA Representative

X

Date