

Renewal - Straight

- Leave the price as listed on the form/in Tessitura.

CYO and New Packages

- Always get 2 seating choices – Primary and Secondary choices.
- The Primary seat choice is the one to get charged.
- Put the secondary choice in the Special Request section.

Renewal with Changes

- Always get 2 seating choices – Primary and Secondary choices.
- Charge the amount that is less when comparing the original amount to the change.
- The secondary seating should be listed in the special request section and will be used if the primary section is not available.
 - If patron is changing their package charge the lesser package amount (based on the primary seating request).
 - If the patron is changing their seating area charge the lesser amount based on the original seating section against the new primary section.