

TO: George Mason University Administrators, Faculty, & Staff
FROM: Office of Events Management
SUBJ: **Complimentary Capitals Hockey and Wizards Basketball Tickets**
DATE: Oct. 6, 2009

****PLEASE READ CAREFULLY BEFORE COMPLETING REQUEST FORM****

As part of the Patriot Center / University contract, Centre Management provides us with complimentary tickets to several Capitals and Wizards games during the upcoming season.

These tickets will be distributed to the university administration, faculty and staff as follows:

1. Group Lottery—The initial ticket distribution for each game will be to one office/department group picked at random. To participate in the group lottery, complete the group form and send it via interoffice mail to Events Management, Mail stop 3G3, or drop it off at the Office of Events Management, at our new location, Science and Tech II, room 160 or fax it to x32112. Please complete entries as soon as possible.

Each member of the selected group will be issued two tickets. Drawings for all games will be held not later than two weeks prior to each game.

PLEASE SEND ONLY ONE ENTRY FORM PER GROUP

2. Individual Lottery—Tickets remaining after the Group Lottery will be distributed to individuals picked at random. To participate in the Individual Lottery, complete the individual form below and send it via interoffice mail to Events Management, Mail stop 3G3, or drop it off at the Office of Events Management, at our new location, Science and Tech II, room 160 or fax it to x32112. Please complete entries as soon as possible.

Each selected individual will be issued two tickets. Drawings for all other games will be held not later than two weeks prior to each game.

PLEASE SEND ONLY ONE ENTRY FORM PER INDIVIDUAL.

If you find that you are unable to use tickets to an event, please return them to us at MSN 3G3 for redistribution.