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## **Webtix Rental Agreement**

This important five-page document ensures Center Stage Software has all the pertinent information for your Webtix page and that you have a complete understanding of this service. Please read and complete this agreement thoroughly.

**This agreement is between Center Stage Software and \_\_\_\_\_.**  
**name of organization**

Center Stage Software agrees to host Wintix data and enable said organization to sell tickets online (known as Webtix) on its server. This server is shared with other groups.

Your Webtix rental will begin on month, date and year indicated \_\_\_\_\_ and end on month, date and year indicated \_\_\_\_\_. Renewing or canceling of said Webtix rental must be received 15 days prior to end date.

### **Center Stage Software agrees to:**

1. Perform an automated daily unverified backup of the database. Backups are kept for a week as a precaution: however the customer is strongly advised to have its own verified daily backup.
2. Provide a certificate for centerstageticketing.com to allow for better transaction security.
3. Provide Webtix services suitable for online transactions.
4. Notify customer of any changes that may affect its ability to transact business. Notification will be done by email and be posted at Centerstage.com
5. Provide access to the database for the desktop version of the program (known as Wintix) if licenses to Wintix have been purchased.
6. Provide some ability to control the appearance of Webtix. This will consist of the files:  
page\_header.php  
page\_footer.php  
maincss.php  
config.php  
ticket\_template.php  
email\_confirm.html

Further customization can be obtained through Center Stage Software. This is contract labor and will involve additional fees.

\_\_\_\_\_ agrees to use the hardware in a prudent manner.  
name of organization

**This includes but is not limited to:**

1. backing up the data once a day. This is in addition to Center Stage Software backup.
2. backing data once a week on a separate set of media for an off-site backup.
3. balancing the cash drawer once a day and staple a copy of the daily sales report to the bank deposit slip with any discrepancies noted.
4. reporting any problems with the server to Center Stage Software.
5. not becoming involved in any activities that adversely affect either Center Stage Software or any of the other customers on the site.

**As part of our service, please provide Center Stage Software the following information:**  
(please indicate with an "x")

**Which credit cards do you honor?**

- American Express  
 Discover  
 VISA  
 Master Card

**Which ticket delivery method do you wish to offer your patrons? (All online purchases include an email confirmation.)**

- Hard tickets held at Box Office/Will Call  
 Print tickets at home (**includes ticket.pdf attached to email confirmation**)  
 Tickets to be mailed via US Postal Service  
 Expedited service via FedEx or UPS

**How many minutes do you want to allow your patrons to purchase tickets online before the session times out? (The default time is 20 minutes.)**

\_\_\_\_\_ minutes

**Do you want to accept donations on the checkout page in Webtix?**

- yes  
 no

**Sort performances by:**

- Alphabetical order  
 Chronological order

**Do you want the Seat Row and Seat Number to be displayed on the seating chart?**

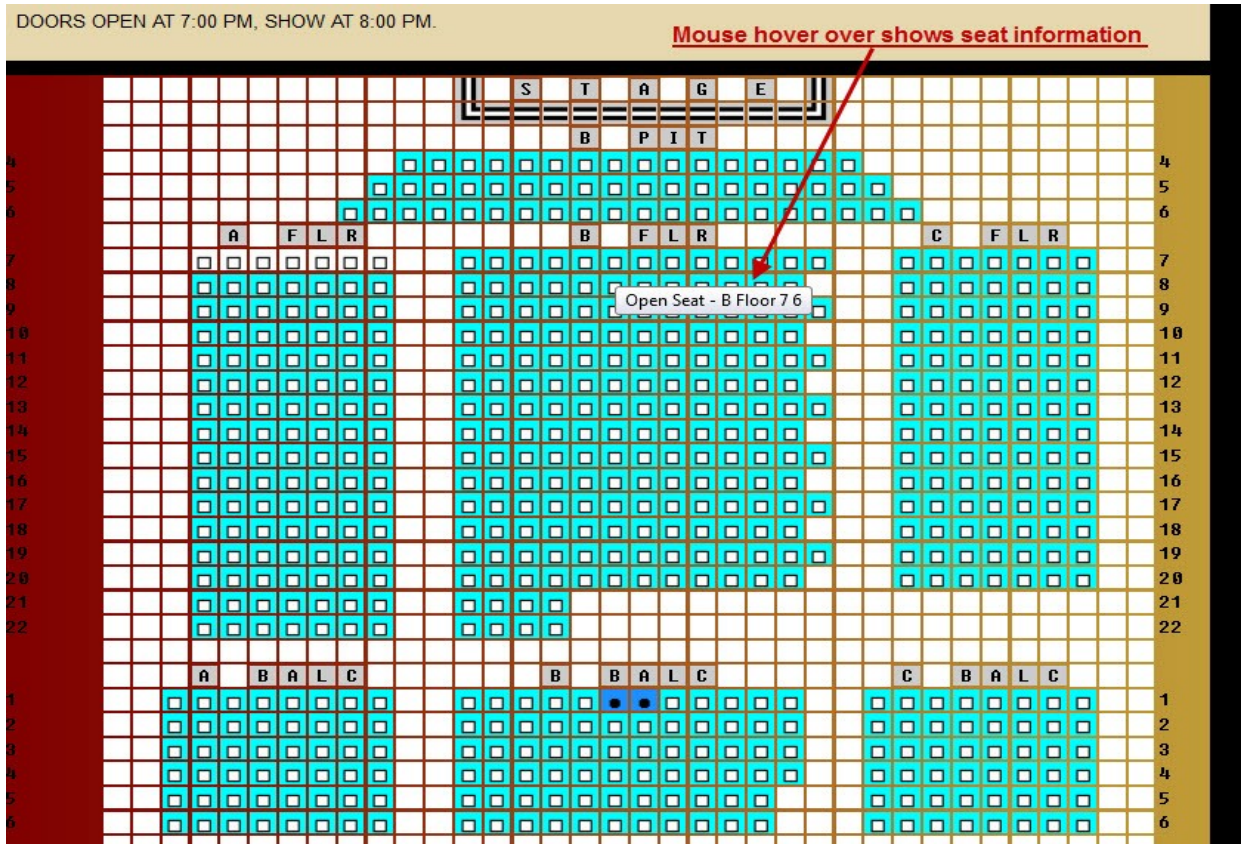
(Please see examples below.)

yes

no

**Seat Row and Seat Number not displayed:**

NOTE: The information is displayed when you hover your mouse over the seat.





**The Webtix subscription is provided without warranty. You assume the entire risk as to the performance and suitability. Center Stage Software is not liable for indirect, special or consequential damages resulting from the use of this service. Any liability of Center Stage Software is limited exclusively to refund of the rental fee of the current month.**

Internet services and security is a constantly changing field. Center Stage Software will make a good faith effort to provide such services. However there are a number of factors outside of our control. These include but are not limited to: DDOS attacks, hardware failures, security vulnerabilities, failures of the local ISP and zero-day vulnerabilities. Any of these will render the website inoperable for an unknown amount of time.

Any dispute arising under this Agreement shall be resolved through a mediation—arbitration approach. The parties agree to select a mutually agreeable, neutral third party to help them mediate any dispute that arises under the terms of this Agreement.

For the Webtix rental, said organization will be billed at the rate of \$2.00 per day beginning \_\_\_\_\_ and ending \_\_\_\_\_. Method of payment will be:

Choose one:

- Prepayment check
- Automated Recurring Billing using credit card (To discuss terms, contact Center Stage Software)
- Purchase order
- Paying in full using credit card.
- Direct Deposit via Electronic Funds Transfer (EFT)

The service can be canceled at any time by notifying Center Stage Software. Canceling service will take about 48 hours. We agree to these terms and conditions: Signatures follow:

\_\_\_\_\_  
**Center Stage Software Representative**

\_\_\_\_\_  
**Authorized Representative** **date**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Name of organization**