

**SOUTH FLORIDA STATE COLLEGE  
ADMINISTRATIVE PROCEDURES**

**PROCEDURE NO.** 5022

**TITLE:** TICKET DISCOUNT FOR FULL-TIME EMPLOYEES AND RETIREES

**BASED ON POLICY:** 5.02 EMPLOYEE BENEFITS

**OFFICE OF PRIMARY RESPONSIBILITY:** DIRECTOR, CULTURAL PROGRAMS

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I. Purpose:

To describe the process that allows South Florida State College (SFSC) full-time employees and those retirees who have a minimum of 10 years of continuous full-time employment to receive discounts on tickets for Artist and Matinee Series performances as available

II. Rationale:

SFSC is indebted to those who, through their service to SFSC as employees, contribute to the success of the College. As a measure of the College's appreciation, all full-time College employees and those retirees who have a minimum of 10 years of continuous full-time employment will be provided a 50% discount for all Artist and Matinee Series performances up to two tickets as available, in the silver and bronze seating sections. Discounts may also be available on other designated performances.

III. Procedure:

A. Identification

1. Employees and retirees will be required to present a photo ID to the SFSC box office to receive discounts when ordering tickets.
2. The Office of Human Resources will provide the box office personnel with a list of qualified employees and retirees to use to verify discount eligibility for those requesting ticket discounts.

B. Ticket purchase

1. Employee season and individual ticket purchases may be made throughout the cultural arts season. Retirees can purchase tickets after the SFSC box office opens for the season.

2. Dates for season ticket renewals, new season ticket purchases, and individual ticket purchases will be emailed to SFSC employees or published on Panther Central.
3. A list of performances for which discounts are available to full-time employees and eligible retirees will be available through the Office of Cultural Programs.
4. Changes to the employee and retirement discount option may be made by the president or designee.

**HISTORY: Last Revised: 10/6/20**

**Adopted:** 5/16/06

**Reviewed:** 3/20/12

**Revised:** 8/25/09, 10/6/20