

BOW-net! Internet Option Questionnaire located at

<http://www.boxpro.com/netquestionnaire2.htm>

When you are ready to place your Internet Option order please complete and submit this form. If you are unsure about some of the features mentioned take a look at our BOW-Net! demo site at <http://tsddemo.boxpro.net/>

Company Name:

Primary Contact Name:

Position:

Email Address: Telephone:

Secondary Contact Name:

Position:

Email Address: Telephone:

Fax Number:

Street Address (for courier delivery):

City: State/Province:

Country: Zip/Postal Code:

Computer Details (Server);

CPU: Memory (RAM):

HD Size: Networked (Y/N):

Windows Version: Video Memory:

Printer Type (Dot Matrix/Laser/Thermal):

Printer Make & Model:

Number of Performance Venues to be sold on line:

Provide up to six lines describing your company's information to be presented on your BOW-net! website.

e.g. :

**Our Excellent Theatre Company
123 Main Street. East
Anytown, OurState
Corner of State and Main
Telephone 555 555-1212**

"Theatre at its best, for the best."



(This information is adjustable from within BOW-net!)

If you have one, provide your Company's Website Address:

(This information is adjustable from within BOW-net!)

BOW-net! sends you an advance email copy of each patron's order. Please provide a valid email address:

e.g. : "netorders@ourtheatre.com"

(This information is adjustable from within BOW-net!)

Provide your Venue's return email address to be placed on ticket order confirmation emails sent to your patrons.

e.g. : "boxoffice@ourtheatre.com"

(This information is adjustable from within BOW-net!)

Depending on your agreement with TSD (the Distributor), BOW-net! may charge convenience fees which you forward on a set schedule to the Distributor.

1. A per ORDER fee
and/or
2. A per TICKET fee.

Both fees are payable on a monthly basis.

You may assign your own "Venue Convenience Fees" to cover the Distributor's fees (above) and, if you wish, to provide additional revenue. Specify the TOTAL fees you wish to charge the patron

Charge the patron a PER ORDER Convenience fee of \$ per order.

Charge the patron a PER TICKET convenience fee of \$ per ticket.

(This information is adjustable from within BOW-net!)

BOW-net! will display and add these fees to the ticket transaction.

Do not use this feature if the cost of BOW-net! sales has been factored into your ticket price.

Display and add all fees to the total cost of the order (Yes or No)

(This information is adjustable from within BOW-net!)

Provide the name of the computer your venue uses as the BOW! Server computer. This computer will be the only computer allowed to access the BOW-net! website and must be the computer with direct high-speed Internet Access and an installed browser.

You can find this name located under "Computer Name" through this path:

[Start] [Control Panel] [System] [Computer Name]

BOW Server Computer Name

By default your new BOW-net! website title reads...

**Welcome to the Internet Box Office of ...
(Your Company Name here)**

This can be changed to some other appropriate phrase such as ...

**Welcome to the Reservations Service of ...
(Your Company Name here)**

Supply a new phrase (if required)?

There is also a default phrase on your new web site that reads ...

**We are pleased to offer Internet Box Office Service
(for the Events listed in the table below.)**

The first part of this phrase ("We are pleased to offer Internet Box Office Service") can also be replaced with a term such as ...

**We offer Internet Reservation Service
(for the Events listed in the table below.)**

Whichever beginning phrase you choose, be sure it fits with the ending phrase "**... for the Events listed in the table below.**" which is not adjustable.

Supply a new phrase (if required)?

You may have a color coordinated Master Website which reflects your company's taste. Your BOW-net! website can incorporate both a foreground and background color to better ease your patron's transition from one to the other.

If you have a website which displays a color scheme, please tell us about it so that our programmers can use those colors in your BOW-net! website.

Website URL:

As an extra safety precaution, even your administrative access to the BOW-net! requires an "Authority ID" and a Password.

Your Initial "Authority ID" name - up to 8 letters and characters (case sensitive);

Your Initial "Authority Password" - up to 8 letters and characters (case sensitive);

Finally, we need several pictures or images to customize your BOW-net! website. These are optional but, if provided, will enhance the look and feel of your website.

1. A company logo for the opening "Splash Screen".
2. An Exterior Picture representative of your theatre or venue.

In addition - BOW-net! is able to show a "Patron's Eye View" of the stage or performance area as the mouse pointer is rolled over the various sections of your venue(s). For this feature we require an additional series of pictures.

To take these photographs it is best if there is something on stage - a set or a piano for example. It is also best to have your house lights on so that you will see other seats in the foreground. Then, using a digital camera on its lowest resolution setting, take a picture of the stage from the approximate centre of each section in the house. These pictures should be fairly wide so that they show what the patron would see sitting in that spot.

Finally copy these pictures into your computer - assign them descriptive section names and send them to us in JPEG format (a JPG extension) to us. We will do the rest.

Send all image files attached to an email to: BOwnetPictures@boxpro.com

**Please take a few moments to review this questionnaire.
When you are satisfied that you have answered
all questions accurately Submit this form.**