

# Norris Box Office

## Request to Sell Tickets at the NBO (nbo.northwestern.edu)

The Norris Box Office operates two separate ticketing systems. These distinct systems are maintained to meet various student organization department needs and budgets.

When to use this form: .....

NU Financials Account Codes: DEPOSIT (REVENUE) \_\_\_\_\_ / BILLING ( EXPENSE) \_\_\_\_\_ .

Revenue from ticket sales will be credited to account 40604. Revenue from registrations and other items or activities may be credited to account 40755. Invoices for event setup, credit card bank, and vendor fees will be charged to account 76725.

3) and loyCs



# Norris Box Office

## NORRIS BOX OFFICE FEES

Basic Service –

Printed at Box Office

Pre-o)0 s 9.96 6450.887E48dN\$3 (