

How To Use Your 69 Series Pass—Policies & Procedures

Thank you for purchasing your pass for the 69 Series! We're very excited about this new initiative, and we hope that you are too! Since this is our first yearlong series, we will be handling it a little bit differently:

Physical passes: When you arrive for your first 69 Series screening, you will be issued a physical pass for the year. ID (Driver's license, passport, etc...) will be required to claim your Series Pass. This black and green pass has a serial number on the back, and will be required each time you attend a 69 Series screening. Please record your pass number(s) in case you lose your pass(es). On nights we anticipate high attendance, there will be a separate Passholder check-in table at the top of the entrance ramp. On slower nights, you will check in at the regular Box Office.

Multiple Passes: If you have purchased more than one pass under your name, you will need to designate the type of use for each additional pass.

The additional passes can either be assigned to a specific individual (such as a specific friend, or partner/spouse), or as an auxiliary "Guest Pass" (such as "Jane Doe's Guest Pass").

If it is assigned to a specific individual, that person may use it for the 69 Series films as often as they wish, with or without you, but the pass is non-transferable.

If it is designated as your Guest Pass, it is transferable, but it can only be used by a person accompanying the primary Passholder; that is, Jane Doe's Guest Pass is only valid for a person accompanying Jane Doe to that particular screening.

How to use your 69 Series pass: Please arrive 20 minutes prior to any screening. Passholder seating is guaranteed up to 10 minutes prior to showtime. On nights we anticipate higher attendance, there will be a separate Passholder check-in table at the top of the entrance ramp. On slower nights, you will check in at the regular Box Office.

Please show the Box Office staff person your pass—both front and back—and give them the name the pass is listed under. They will sign you in. You will not receive a physical ticket, but on busier nights, you may be given a hand-stamp.

If you are planning to see two films in a row that night, please notify the Box Office staff member when you check in for the first film. That way, we can hold a seat for you at the next film.

What to do if you lose your pass: If you lose your pass, please contact Stan Shields, the NWFF House Manager. He can be reached by email (stan@nwfilmforum.org) or by at the main office number (206-329-2629). Give him your name and pass #. A new pass will be issued to you, with a new serial number. We will make every effort to have a pass ready for you to pick up that night, but depending on when you report your pass missing it may take one business day to have it ready for you to pick up.

We're looking forward to showing these films to you, and hope that this information will make your 69 Series experience even better!