



Downtown Brooklyn Neighborhood Alliance

2024 Community Tickets Program Renewal

ORGANIZATION RENEWAL FORM

**ORGANIZATION
NAME:**

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This form is for organizations currently registered in the DBNA Community Tickets Program ONLY.

The authorizing official (the highest-ranking leader of the organization i.e. Principal, Pastor, Executive Director, etc.) of the organization must sign the Renewal/Update form for it to be valid.

Please review and sign by April 1, 2024. Submission of this form indicates that the enrolled organization is renewing its application for participating in the Community Tickets Program for 2024.

As a returning community partner, the not-for-profit documentation you have previously provided, will be used along with this form to update your file for the season. If any information previously provided has changed, the Organization Update Form must be completed for the organization's application to be valid.

TERMS AND CONDITIONS

Organizations will be randomly chosen in a sweepstakes event each month, for games/events taking place the following month (i.e. drawings for games/events in December will be conducted in November).

Each applying organization should have a different contact person to represent each organization.

All tickets provided to community organizations are complimentary, however, "thank-you" letters, notes of reflection, social media tags, sharing pictures, etc. from event or game attendees can be considered "price" of a ticket!

Partners and persons found scalping tickets will face legal ramifications.

We expect organizations that receive the tickets to use all the tickets claimed and accepted via digital transfer from our office. Organizations that fail to use all the tickets for an event and neglect to contact

our office 24-48 hours before the event about help with ticket reallocations will be restricted from participating in two subsequent ticket drawings.

Organizations that win in ticket drawings will typically be given three business days to respond to the email to claim the tickets and be given three business days to accept the digital tickets, unless otherwise stated.

All ticket holders for the DBNA Community Suite are expected to follow the Suite Rules and Regulations outlined in the Memorandum of Understanding, failure to adhere may result in suspension from the Community Tickets Program.

Additional rules, expectations, and adherences are further detailed in the Memorandum of Understanding and Barclays Center Guidelines. All community partner organizations and recipients of complimentary tickets from DBNA are expected to comply with the rules and regulations therein.

DISCLAIMER: The Downtown Brooklyn Neighborhood Alliance (DBNA) assumes no liability for individuals who willingly choose to attend events at Barclays Center arena and contract Covid-19. Covid-19 is highly contagious, and risk of exposure is possible when people are present. Covid-19 can cause severe illness or death. Ticket holders assume full liability when using tickets provided by DBNA to attend events at Barclays Center.

The Downtown Brooklyn Neighborhood Alliance reserves the right to amend the Community Tickets Program "Terms and Conditions" without notice.

*Covid-19 requirements are subject to change.



I, the organization's authorizing official, I read and understand the Terms and Conditions. I accept the Terms and Conditions for my organization's renewal and continued participation in the DBNA Community Tickets Program and I understand they are subject to change at any time.



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ORGANIZATION UPDATE FORM

This form is required for organizations that experienced a change in their organization since the last renewal period. Changes may include but are not limited to organization name change, address or email change, a new contact person or authorizing official.

IF NO INFORMATION HAS CHANGED, KEEP BLANK.

ORGANIZATION NAME: _____

SECTION 1—THE AUTHORIZING OFFICIAL OF THE ORGANIZATION CHANGED

Previous authorizing official:

First Name

Last Name

The Authorizing Official is the highest-ranking leader of your organization: CEO, Principal, Pastor, etc.

PLEASE NOTE: *The contact person may or may not be the authorizing official.*

Current authorizing official:

First Name

Last Name

Title: _____

Email Address: _____

Telephone Number: _____

Additional Comments: _____

SECTION 2—THE CONTACT PERSON OF THE ORGANIZATION CHANGED

Previous Contact Person:

First Name	Last Name
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New Contact Person:

First Name	Last Name
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Title:

Email Address:

Telephone Number:

Additional Comments:

SECTION 3—OTHER ORGANIZATION INFORMATION CHANGED

A. Organization’s name changed

Previous Name:

New Name:

The proper legal documentation must also be submitted to reflect the organization’s name change.

B. Organization’s address or email changed

Previous Address or Email:

New Address or Email:



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MEMORANDUM OF UNDERSTANDING

The purpose of this Memorandum of Understanding is to detail the Community Tickets Program requirements, working relationships, and responsibilities of both agencies as we enter into a Partnership Agreement for the 2024 Downtown Brooklyn Neighborhood Alliance (DBNA) Community Tickets Program.

Upon acceptance into the 2024 Community Tickets Program, DBNA will:

1. Provide adequate communication with the Partnering Organization regarding Barclays Center Guidelines and Suite Rules and Regulations, which outline the expectations of ticket-holder behavior while attending a 2024 game or event through the DBNA Community Tickets Program.
2. Provide a clearly defined, transparent process by which the Community will receive tickets to games and events at Barclays Center.
3. Provide representatives to assist in the facilitating a smooth evening at Barclays Center.

The Partnering Organization will:

1. Complete the DBNA Community Tickets Application with accurate information.
2. Provide appropriate information in advance to DBNA regarding those with special needs and provide an accurate count of members requiring wheelchair seating, to ensure the availability of wheelchair-accessible spaces.
3. Maintain care and control of any and all tickets provided.
4. Follow all instructions provided regarding attendance and ticketing.
5. Attend the game or event on the day assigned and bring only the number of people confirmed with DBNA's office. Tickets generally cannot be added on the day of a performance but may be available for purchase in other sections based on availability. There are no rain checks, refunds, or other exchange privileges available in the 2024 DBNA Community Tickets Program.

6. Arrive early enough to allow sufficient time to locate seating area and get ticketholders seated prior to the performance.
7. Inform and orient their ticketholders regarding Barclays Center Guidelines and agree to hold their ticketholders to these standards.
8. Acknowledge age-appropriate entertainment options and abide by the audience suggestions provided by DBNA.
9. All ticket holders under aged 17 and under must be accompanied by a trained, qualified chaperone* to Barclays Center events where DBNA provided complimentary tickets.
10. Agree to abide by all Barclays Center staff instructions in all aspects of Arena operations, including seating.
11. Distribute tickets without discrimination with respect to clients on the basis of race, color, national origin, age, disability, medical condition, religion, politics, sex, or sexual orientation.
12. Notify the DBNA Community Tickets Program upon any change in agency contact information or contact person.
13. Send an email accepting tickets won in the ticket drawings.
14. Agree that tickets obtained through the DBNA Community Tickets Program are to be used primarily for clientele served by your organization and not for personal use, fundraising, or any other event or cause where monies are exchanged for tickets.
15. Agree that tickets secured under the DBNA Community Ticket Program **CANNOT BE SOLD UNDER ANY CIRCUMSTANCES**. Scalping is against the law and could result in fines or prosecution by public agencies of jurisdiction. In such cases, Barclays Center nor DBNA shall be held liable in any way.
16. Any groups or individuals caught "scalping" complimentary tickets will be excluded from receiving complimentary tickets in the future.

DBNA considers a "trained, qualified chaperone" a legal-aged representative of the attending organization who has the requisite skills, knowledge, and professional acumen to attend to the needs of the organization's clients who are attending the performance.



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BARCLAY CENTER GUIDELINES

We hope you'll enjoy your time at Barclays Center (the "Arena"). Please communicate the following information to everyone attending events at the Arena under the auspices of the DBNA Community Tickets Program. In order to ensure that everyone enjoys the performance or game, we must require that the following guidelines be observed by everyone in your group.

Before the execution of these Guidelines by an authorized representative of your group in the space provided below, your group will be provided with a Barclays Center Ticket Holder Manual (the "Manual"); your group will be subject to the applicable terms and conditions of this manual (e.g., compliance with the Arena "PROHIBITED ITEMS" list, compliance with the NBA Fan Code of Conduct and the Barclays Center Code of Conduct, the rules listing prohibited disturbances at the Arena, rules regarding entering the Arena with food and beverages, etc.

Notwithstanding anything to the contrary contained in the Manual, tickets secured under the DBNA Program **CANNOT BE SOLD UNDER ANY CIRCUMSTANCES.**

For more information about DBNA's policies, please see our Website (www.thedbna.org) or call our office at 718-795-3012 for additional details.



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SUITE RULES AND REGULATIONS

1. A DBNA representative will be present in the Community Suite during all events. This ensures that all suite guests adhered to DBNA's suite "Rules and Regulations," as well as provides guests any information they may need to have a quality experience at their Barclays Center event. We expect that all suite ticketholders adhere to the rules and regulations below and any requests may be made by the DBNA representative.
2. The Partnering Organization is responsible to communicate the following to suite ticketholders of their organization:
3. Barclays Center is a smoke-free facility; therefore, smoking is prohibited in all areas.
4. To avoid injury, please do not throw any objects outside the windows or edges of the suite.
5. All suite guests are requested to respect the rights of other suite holders and guests.
6. All guests are required to sign his/her name on the sign-in sheet for the event.
7. The suite may not be used for any unlawful purpose.
8. Suite guests are required to maintain the suite in good condition.
9. ONLY SUITE-TICKETED GUESTS ARE ALLOWED IN THE COMMUNITY SUITE. Outside guests will be asked to leave immediately.
10. No sitting on or running up and down the steps of the suite during an event.
11. Outside food and/or beverages are not permitted inside the suite.
12. Refreshments are solely the responsibility of the suite guests and are available for purchase

at various vendors in Barclays Center. Additionally, special arrangements may be made in advance for catering. Organizations that would like to cater food for their event must contact DBNA with advance notice and assume responsibility for the cost of catering.

13. All beverages must be placed in opaque cups and must always remain inside the suite.

Suite guests that display: abusive language, threatening behavior or visible intoxication will be removed from the suite IMMEDIATELY and will not be allowed to return for the remainder of the event.

Organizations that disregard the DBNA Community Tickets Program Suite "Rules and Regulations" are subject to the following infractions and penalties.

FIRST INFRACTION:

Organizations and or/their guests, who are found not to be in compliance with the aforementioned "Rules and Regulations," while attending an event in the suite, will be asked to leave immediately. Depending on the level of non-compliance, the organization will then be given a written warning or will be placed on a probationary period, to be determined by DBNA, based on the level of the transgression(s).

SECOND INFRACTION:

Failure to follow the rules presented a second time will result in one of the following:

1. The organization being placed on a probationary period. Organizations placed on probationary periods, will be unable to attend any future events in the suite (but may be able to attend in lower bowl and upper bowl at DBNA's discretion), for a period to be determined by DBNA, based on the level of the transgression(s).
2. The organization will be removed from the Downtown Brooklyn Neighborhood Alliance Community Tickets program until the following calendar year. Thereafter, the organization can request re-enrollment of their organization.



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ACKNOWLEDGMENT AND ACCEPTANCE

The Partnering Organization’s Authorizing Official* is required to check all boxes and sign the form.

I read and understand the 2024 DBNA Community Tickets Program Memorandum of Understanding, the Barclays Center Guidelines and the DBNA Suite Rules and Regulations. I agree to cause my invitees to the Arena under the DBNA Program to comply with these Guidelines. I further agree that these Guidelines are issued by the DBNA and that, without specific limitation, none of the following entities are responsible for the DBNA Program or the administration thereof: Brooklyn Sport and Entertainment Global, Barclays Bank, PLC, New Jersey Basketball, LLC d/b/a Brooklyn Nets, and any of their respective affiliates and their respective officers, directors, employees, members, shareholders, contractors, agents, and vendors.

I accept responsibility for communicating this information to all those attending with our Group. I understand that failure to comply with responsibilities set forth in the 2024 DBNA Community Tickets Program Memorandum of Understanding, the Barclays Center Guidelines and the DBNA Suite Rules and Regulations, may necessitate removal from the Center of all involved individuals and may result in the forfeiture of future Community Ticket Program privileges.

Organization Name: _____

Authorizing Official: _____

Name

Title

Email

Phone

*DBNA identifies the Authorizing Official as the highest-ranking leader of the organization i.e. CEO, Executive Director, Principal, Pastor, President, etc.

Signature: _____

Date: _____

FOR OFFICE USE ONLY	
Date Received:	Staff Initials: