

# School Tour Request Form

A Passion for Paintings:  
 Old Masters from the Wadsworth Atheneum  
 October 8, 2006-January 7, 2007

## TOUR INFORMATION (Tours available October 17, 2006-January 5, 2007)

Requests must be received a minimum of 3 weeks in advance of your first preferred tour date. Tours are offered Tuesday through Friday. All tours are FREE and last one hour. One adult chaperone is required for 15 students on a guided tour, or for every 10 students on a self-guided tour.

Group Size: A maximum of 40 individuals (including chaperones) can begin guided tours at each start time.

Number of Students \_\_\_\_\_ Grade level \_\_\_\_\_ Number of adult chaperones \_\_\_\_\_

Special Needs Requirements: \_\_\_\_\_

Tour Type: ☐ Guided Tour ☐ Self-Guided Tour

Tour Times: ☐ 10:00 ☐ 10:30 ☐ 11:15 ☐ 11:45 ☐ 12:30

Prioritize your tour start-time preferences by numbering them in the boxes, 1 for your first choice, 2 for your second.

Tour Date:

Provide four possible dates in order of preference.

- |          |          |
|----------|----------|
| 1. _____ | 2. _____ |
| 3. _____ | 4. _____ |

## SCHOOL INFORMATION

School Name \_\_\_\_\_

School Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

School phone (central office) (\_\_\_\_\_) \_\_\_\_\_ Your extension \_\_\_\_\_

Contact Name \_\_\_\_\_ Home phone (\_\_\_\_\_) \_\_\_\_\_

## CONFIRMATION

We will contact you if we are unable to accommodate your group. Otherwise, we will mail confirmation of your reservation(s) and museum visit guidelines. Review this information thoroughly and share it with all participating teachers and chaperones. A tour guide will telephone you to discuss your guided tour 1-2 weeks in advance.

## CANCELLATIONS

If you need to cancel a tour, call (612) 870-3140 as soon as possible.

## MAIL COMPLETED FORMS TO:

Minneapolis Institute of Arts  
 Tour Office  
 2400 Third Avenue South  
 Minneapolis, Minnesota 55404