



TOUR REQUEST FORM

The Coral Gables Museum offers a variety of educational experiences for K-12 students, including exhibition tours, city tours and special interest tours. Green City school programs are designed to bring awareness to the natural and built environments and teach students about the civic arts of architecture, landscape architecture, urban design, historic and environmental preservation, and sustainable development. Please visit our website, and select a tour from our menu that most interests your class. If you have a special interest or theme that you would like our tour guides to address, please let our scheduler know.

School/Organization Name **Phone**

Street Address **City, State** **Zip Code**

Teacher's Name **Phone** **E-mail**

Principal's Name **Principal's Signature**

Student Grade Level(s): _____ **Number of Students** (50 students max. per visit): _____

Number of Adult Chaperones (min. 1 chaperone per 10 students required): _____

Special Needs (if applicable): _____

SELECT and SPECIFY requested school program see attached exhibits and school programs, or visit www.CoralGablesMuseum.org

Green City Program Exhibition

List three possible dates, in order of preference:

1st Choice: _____ 2nd Choice: _____ 3rd Choice: _____

Tour time. Please pick one: 10 am – 12 pm 2 – 4 pm

How did you hear about us? _____

Note: Payment MUST be made at least 7 days ahead of time before the date of the field trip, if the total number of visiting students is not confirmed at that time, a minimum payment for 40 students will be required to confirm booking day. Balance will be applied to future invoice on the day of the field trip. Tours are \$5 per student, chaperones are free. One tour allowed per visit. Each tour takes approximately 2 hours. Field trip organizer will be responsible for transportation from original location to the Museum and back.

PAYMENT INFORMATION

Form of Payment: Cash or money order
 Credit card information:

TOTAL = \$ _____

Account Number Security Code Exp. Date Signature