



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. 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

Are you an Art Teacher with M-DCPS? Yes No

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 exhibits and school programs at www.CoralGablesMuseum.org):

- Police and Fire Program
Creating the Dream Program
Urban Design and Architecture Program Green
City Program (please specify):
Exhibition Tour (please specify):

Additional information for scheduler:

How many different groups are you planning on bringing?

List three possible dates, in order of preference:

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

Will your group have lunch at CGM? Yes No

How did you hear about us?

Note: Payment MUST be made at least 14 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. Group Discount Museum fee for Exhibition Tour is \$6 per student and for Green City Tour is \$10 per student, chaperons are free. Field trip organizer will be responsible of transportation from original location to the Museum and back.

PAYMENT INFORMATION

Form of Payment: Check made payable to "Coral Gables Museum" Cash or money order
Credit card information:

Account Number Security Code Exp. Date Signature