

# School Tour Request Form for University Groups



CHINA'S TERRACOTTA WARRIORS:  
THE FIRST EMPEROR'S LEGACY

| OCTOBER 28, 2012–JANUARY 20, 2013 |

## 1 General Tour Information (Tours available November 3–January 18)

Please submit requests a minimum of 3 weeks in advance of your *first* preferred tour date. Tours are offered Tuesday through Sunday. All tours are FREE and last one hour.

**Group Size:** A maximum of 60 individuals (including faculty) can begin guided tours at each start time. One docent is assigned to every 15 group members. A minimum of 9 students or youths plus 1 chaperone/faculty member attending at the same time constitutes a group.

Number of Students \_\_\_\_\_ Number of faculty \_\_\_\_\_

Request for Accommodation \_\_\_\_\_

## 2 School Information

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

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

City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

School Phone (central office) # \_\_\_\_\_ Your Extension \_\_\_\_\_

Contact Name \_\_\_\_\_ Home/Cell Phone # \_\_\_\_\_

E-mail \_\_\_\_\_

## 3 Tour Date Selection: Weekday

*Provide four possible dates in order of preference.*

1 \_\_\_\_\_

2 \_\_\_\_\_

3 \_\_\_\_\_

4 \_\_\_\_\_

#### 4 Tour Time Selection: Weekday

(Tuesday–Friday. Closed Monday.)

→  I'd like to take a guided tour.

**Choose a time:**

First pick (circle one):

1 p.m. | 1:30 p.m. | 2:30 p.m. | 3 p.m.

Second pick (circle one):

1 p.m. | 1:30 p.m. | 2:30 p.m. | 3 p.m.

→  I'd like to take a self-guided tour.

**Choose a time:**

First pick (circle one):

1:15 p.m. | 1:45 p.m. | 2:45 p.m. | 3:15 p.m.

Second pick (circle one):

1:15 p.m. | 1:45 p.m. | 2:45 p.m. | 3:15 p.m.

#### Tour Time Selection: Thursday Evenings

→  I'd like to take a guided tour.

**Choose a time:**

First pick (circle one):

6 p.m. | 6:30 p.m.

Second pick (circle one):

6 p.m. | 6:30 p.m.

→  I'd like to take a self-guided tour.

**Choose a time:**

First pick (circle one):

6:15 p.m. | 6:45 p.m.

Second pick (circle one):

6:15 p.m. | 6:45 p.m.

#### Tour Time Selection: Weekends

→  I'd like to take a guided tour.

**Choose a time:**

First pick (circle one):

11 a.m. | Noon | 1:30 p.m. | 3 p.m.

Second pick (circle one):

11 a.m. | Noon | 1:30 p.m. | 3 p.m.

→  I'd like to take a self-guided tour.

**Choose a time:**

First pick (circle one):

11:15 a.m. | 12:15 p.m. | 1:45 p.m. | 3:15 p.m.

Second pick (circle one):

11:15 a.m. | 12:15 p.m. | 1:45 p.m. | 3:15 p.m.

#### 5 Mail Completed Forms to:

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

#### Confirmation

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

#### Cancellations

If you need to cancel a tour, please call (612) 870-3140 as soon as possible so we may extend the opportunity to another group.

*Support for school tours provided by*

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