



School and Group Visit Reservation Form

Please print neatly or type. Please complete and send form at least 4 weeks in advance of the earliest visit date requested.

Please mail or fax to:

Mary and Leigh Block Museum of Art, Education Department
40 Arts Circle Drive
Evanston Illinois 60208-2410
Fax. 847.491.2261
Email: blockededucation@northwestern.edu

School/Group Name

Address

City State Zip Code

Group Leader (Mr. Ms. Mrs.) School/Office Phone E-mail address

Number in group Number of classes Grade/Age

Number of teachers Number of chaperones (1 for every 15 students under 18 years required)

Profile of group: language, special needs, other

Type of Museum Visit

- Guided Tour (FREE), 45 minutes
- Self-guided Tour (FREE), 45 minutes
- Sculpture Garden Tour (FREE), 50 minutes, available April 1–September 30 only, weather permitting
- Gallery Activity Tours, (\$10, maximum of 30 students), 60 minutes (Tuesday–Friday Only)
- Studio Session Tours (\$25, maximum of 30 students), 90 minutes (Tuesday–Friday Only), available Winter and Spring 2009 only

Time and Date of Visit

We will always try to give all groups their first choice, however it is not always possible. Reservation forms are processed in the order in which they are received. *The Block Museum is closed on Mondays.*

1st choice (circle only one please): Day T W TH F Sa Date / / 10am* 11am* 12noon 1pm 2pm

2nd choice (circle only one please): Day T W TH F Sa Date / / 10am* 11am* 12noon 1pm 2pm

3rd choice (circle only one please): Day T W TH F Sa Date / / 10am* 11am* 12noon 1pm 2pm

*Weekday option only. The museum does not open till NOON on Saturdays.

If you would like to schedule a tour during a different time than the options listed above or have any special requests for your tour, please call 847.491.4852.

Group Leader's Signature

After the museum receives this form and processes your request, we will call you to confirm the date and time that is available for your group. You will also receive a packet of information to prepare you and your group for the museum visit. This packet will include a confirmation letter, driving directions and parking information, museum rules, and a brief exhibition overview. More information is available upon request. Please call 847.491.4852.