



Group Visit Confirmation

Date:

Thank you for scheduling a group visit at the Arizona Museum for Youth! The following information details the terms of your visit. Please review this information and share it with the adults in your group. If you need to make changes to your reservation, please call us at 480-644-2775 as soon as possible. We look forward to having you visit the Museum!

Group Name:

Date of Visit:

Time:

Contact Person:

Email:

Phone Number:

Visit Type:

Number in Group:

Age/Grade Level:

Division of Groups:

Comments:

The following pre-visit materials will be sent with this letter:

Please share all written materials with the adults in your group.

Free Teachers Pass

Bus Map

Gift Bag Information

Exhibition Schedule

Visit Form

These same materials are also available online at www.arizonamuseumforyouth.com. **Please bring this confirmation letter with you on the date of your visit.**

What to Expect on the Day of Your Visit

Please have your children divided into groups, as indicated above. A museum staff person will greet you in front of the museum and give you a brief overview of your visit. Please see your Visit Form for more detailed information on your type of visit.

Group Rate Policy

All members of your group must enter the museum at one time to receive the \$4.00 special group rate. Payment for the group visit must be made in only one transaction at our admissions desk on the day of your visit.

Payment

We currently accept payments in the form of cash, check, purchase order, or credit card (Visa, Mastercard, American Express, Discover).

Group Ratios

For groups with children ages 5 and up, we require a ratio of at least one adult per 10 children.

For groups with children ages 4 and younger, we require a ratio of at least one adult per 5 children.

Change of Count Policy

If you anticipate a significant change in the number of children and/or adults in your group, please inform museum staff at least one day before your scheduled visit.

Cancellation Policy

If you need to cancel your group visit, you must do so no later than 48 hours before your scheduled visit.

Late Arrivals

If your group is scheduled for a guided or self-guided tour, a late arrival may result in a modified tour experience.

If your group is scheduled for an ArtVille group visit, a late arrival may require staff to decrease the time allotted to you in that space due to capacity issues.

Food and Drink

At this time, we do not have lunch facilities within the Museum. Food and drink (including water) should be left on the bus, or if requested, it can be stored in our museum lobby.

Bus Parking

Buses can be parked in front of the museum on Pepper St. Bus parking is clearly marked.

General Museum Guidelines

- * Adults must supervise children at all times.
- * Food and drinks (including water) are not permitted in the Art Gallery or ArtVille spaces.
- *Photography is permissible in the activity areas and in ArtVille. Please refrain from taking photos of the artwork.
- * Strollers are permitted in the Art Gallery, however, they are not permitted in the ArtVille space. Stroller parking is available directly outside the entrance to ArtVille.

If you would like to speak to a member of the Education Staff, please call Dena Cruz, Program Coordinator, at 480-644-5552.