

Art Adventure Tour Request Form 2013-14



All requests for the school year will be accepted beginning September 3, 2013. Fall visits are scheduled first. Please make a copy of your completed form for your records before submitting.

SCHOOL INFORMATION

School name _____

School mailing address _____

City _____ State _____ County _____ ZIP _____

School phone (central office) _____ Your extension _____

CONTACT INFORMATION

Name _____

Contact is: Teacher Art Adventure coordinator

Phone (work) _____ (evening) _____

Mailing address _____

City _____ State _____ ZIP _____

E-mail address _____

Check here to receive our monthly online newsletter for teachers.

MAILING INFORMATION

Please specify where tour confirmations should be mailed:

Contact's address School address

CONFIRMATION

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. An Art Adventure guide will call you to discuss your guided tour one to two weeks in advance. At that time, please report the specific grade level(s) attending. If we are unable to accommodate your group, we will contact you promptly. Thank you for your support of Art Adventure.

QUESTIONS, CHANGES & CANCELLATIONS

If you have questions about your tour, need to make changes or to cancel your tour, call (612) 870-3140 as soon as possible. Please reference your school name, tour date, and time.

MAIL COMPLETED FORM TO:

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

Consider visiting in the fall! Your students will get a sneak preview of the original objects before learning more about them in the classroom.

GENEROUS SUPPORT FOR ART ADVENTURE PROVIDED BY:

UNITED HEALTH FOUNDATION[®]

J.P.Morgan | CHASE

SCHOOL TOURS PRESENTED BY:



TOUR TOPIC

Your 2013–14 Art Adventure set must be reserved before you request your tour dates. Indicate your tour theme below.

- | | |
|--|--|
| <input type="checkbox"/> Amazing Animals in Art | <input type="checkbox"/> Family, Friends, and Foes |
| <input type="checkbox"/> American Art Sampler | <input type="checkbox"/> How People Lived |
| <input type="checkbox"/> Artists' Inspirations | <input type="checkbox"/> Let's Celebrate Life |
| <input type="checkbox"/> Cultural Reflections in Art | <input type="checkbox"/> People and Their Environments |
| <input type="checkbox"/> Dressed for the Occasion | <input type="checkbox"/> Sources of Strength |

For the best Art Adventure experience, we recommend you schedule your museum tour shortly before, or after, your classroom presentation.

Check if you would like an Art Adventure guide to lead your tour, or if you prefer to lead your own.

- Tour led by Art Adventure guide Self-guided tour

TOUR TIME

The museum opens at 10 a.m. School tours are conducted Tuesday through Friday. The museum is closed on Monday. All tours are **FREE** and last one hour.

Specify the earliest time your group can arrive: _____

Specify the time your last tour of the day must be completed by: _____

LUNCHROOM RESERVATIONS

You may reserve the lunchroom space for up to 60 students (with bag lunches) at the times listed below. A room and set-up charge of \$35 per lunchtime is assessed. Reservations must be made in advance. Your group is welcome to eat outside if weather permits.

Lunchroom times: 10:30–11 a.m. 11:15–11:45 a.m. Noon–12:30 p.m. 12:45–1:15 p.m.

GROUP SIZE

For each school, Art Adventure tour groups are limited to 120 students per day, 60 students per hour. For guided tours, one Art Adventure guide is assigned to every 15 students. Schools must provide at least one adult chaperone for every 15 students on guided tours and for every 10 students on self-guided tours.

Total number of students for whom you are scheduling tours: _____ Grade level(s) _____

TOUR DATE PREFERENCES

On the calendar below, circle your preferred dates and cross out dates you cannot visit. Be sure to select enough dates to accommodate your group size. All requests must be received a minimum of four weeks in advance of your first preferred visit. While we make every effort to accommodate groups on their preferred dates, please note that the busiest months are March, April, and May. Shaded dates are unavailable. The museum is closed on Monday.

15–120 students = 1 tour day

121–240 students = 2 tour days

241–360 students = 3 tour days

361–480 students = 4 tour days

481–600 students = 5 tour days

601–700 students = 6 tour days

September 2013						October 2013						November 2013						December 2013						January 2014					
M	T	W	T	F	S	M	T	W	T	F	S	M	T	W	T	F	S	M	T	W	T	F	S	M	T	W	T	F	S
2	3	4	5	6		7	1	2	3	4		4	5	6	7	8	1	2	3	4	5	6		6	7	8	9	10	
9	10	11	12	13		14	8	9	10	11		11	12	13	14	15		9	10	11	12	13		13	14	15	16	17	
16	17	18	19	20		21	15	16	17	18		18	19	20	21	22		16	17	18	19	20		20	21	22	23	24	
23	24	25	26	27		28	22	23	24	25		25	26	27	28	29		23	24	25	26	27		27	28	29	30	31	
30							29	30	31									30	31										

February 2014						March 2014						April 2014						May 2014						June 2014					
M	T	W	T	F	S	M	T	W	T	F	S	M	T	W	T	F	S	M	T	W	T	F	S	M	T	W	T	F	S
3	4	5	6	7		3	4	5	6	7		7	1	2	3	4		5	6	7	8	9		2	3	4	5	6	
10	11	12	13	14		10	11	12	13	14		14	8	9	10	11		12	13	14	15	16		9	10	11	12	13	
17	18	19	20	21		17	18	19	20	21		21	15	16	17	18		19	20	21	22	23		16	17	18	19	20	
24	25	26	27	28		24	25	26	27	28		28	22	23	24	25		26	27	28	29	30		23	24	25	26	27	
						31												30						30					