GROUP REGISTRATION SHEET

Date of Visit ________________________________  [ ] Docent  [ ] Self-Guided

Arrival Time ___________________________  Departure Time ___________________________

# of Visitors ___________________________  Grade (if applicable) _______________________

Child _______ Teacher _______ Adult _______ College _______ NMC student _______

Teacher(s)/Group Leader(s)_______________________________________________________

School/Organization_____________________________________________________________

Address __________________________________  Phone (work) ________________________

_________________________________________  Phone (home/cell) ____________________

Email ____________________________________  Preference __________________________

Focus/Objectives ________________________________________________________________

Comments/Requests _____________________________________________________________

______________________________________________________________________________

[ ] Packet Sent: ______/_______/_______

[ ] Art Activity ($1/student)  [ ] Film  [ ] Discovery Gallery

[ ] Janis Room  [ ] Dutmers Theatre  [ ] Milliken Auditorium

DON’T FORGET TO CALL THE TEACHER PRIOR TO YOUR TOUR!

Office Use Only

Submitted to R25 Schedule  Form to front desk
Numbers Recorded in Excel  Tour Fund: Admission
Tour on Curator’s Calendar  Tour Fund: Busing
Tour on White Board