

BOOT HILL MUSEUM SCHOOL TOUR

We are so happy that you have chosen Boot Hill Museum as a field trip for your students! Please provide the following information and carefully read this entire document so we can ensure that you all have a *wonderful* visit!

RESERVATION INFORMATION

School:

Contact Teacher:

Email:

Phone:

Mailing Address:

Date of Visit:

Arrival Time:

Departure Time:

Grade of Students:

Number of Students:

Number of Adults:

(We require a minimum of 1 Adult per every 10 students)

SCHOOL TOUR ADMISSION TICKET OPTIONS

Museum Campus Pass (*Self-Guided Tour*) \$5.00/ person **qty:** _____

Living History Tour \$25 (in addition to the \$5.00 campus pass) –1 Tour Guide
Recommended for every 10-15 guests **qty:** _____

ADDITIONAL OFFERINGS

Gift Bags \$3.00 - \$6.00 Specify an amount \$ _____ **qty:** _____

My students will be bringing a **sack lunch**.

I would like to allow my students to shop in the **Boot Hill Museum Gift Store**.

I would like to purchase **Sarsaparilla** for the students. \$1.50 each

I want the Sarsaparilla packaged to go, to enjoy later.

Would you like your students to enjoy Sarsaparilla at the Long Branch Saloon?

(If students will be purchasing their own sarsaparilla, we ask that you collect their money prior to arrival, so this can be settled as one transaction and not take time from their tour.)

Will your students be having their Sarsaparilla with Lunch?

PLEASE SELECT A PAYMENT METHOD

Credit Card. **Your card will be charged the day of your reservation.**

Card #

Exp Date:

Code:

Zip Code:

We would like to be invoiced. Email:

Pay the day of arrival.

All schools must have a copy of their Tax Exempt Certificate on file with Boot Hill Museum, please email a copy to tour@boothill.org. This must be done prior to your visit.

Below you will find procedures and guidelines for your visit to Boot Hill Museum. If you have any questions about your visit or our museum, please call us at 620-227-8188.

BEFORE YOUR VISIT

1. Discuss proper museum etiquette with your group, no loud voices, no running, be courteous to other visitors, be respectful of the property, etc.
2. Please assign each of your students into groups of 10 or less. Each group should have at least one adult chaperone assigned to it. This will be your buddy group leader. We highly recommend dividing into groups before you leave your school.
3. Remind your adult chaperones to wear a watch or bring along some kind of timepiece, to help keep their group on schedule.

UPON ARRIVAL

1. Keep you students on the bus.
2. The adult responsible for organizing the tour should first settle any remaining balance your group might have and receive instructions on how your group should navigate the museum.
3. If your group pre-ordered goodie bags, retrieve them in the Boot Hill Museum Gift Shop.
4. If your group plans on purchasing Sarsaparilla confirm with our Gift Shop Staff when, where, how you would like to retrieve your drinks.

NOW you're ready to *Relive the Legend!*

Self-Guided Tour:

- Each adult buddy group leader will receive a Teacher's Guide and Map provided by Boot Hill Museum.
- This guide is full of lots of information for you to share with your students during the tour.
- Each group will start at a different location, those locations will be circled on the Teacher's Guide. Everyone should proceed in numerical order until they reach the end, then start at #1 until you have visited each location.

Pre-Scheduled Tour Guide:

- If you have **pre-scheduled** a private guided tour for your group, please meet your tour guide in the Lobby of the Grand Entrance of Boot Hill Museum at your designated time.

If you have any questions or need any assistance while you are visiting the museum, please notify any staff member of your needs.

Thank you,

Joni Wittman

Hospitality Director

Boot Hill Museum

tour@boothill.org | 620-227-8188