ABOUT GROUP TOURS

Welcome to the National Museum of Dance & Hall of Fame. Please familiarize yourself with our group tour policies. We will make every effort to provide an enjoyable and memorable experience, whether it’s a self-guided or docent-guided tour or a movement class with one of our experienced School of the Arts faculty. Feel free to email me with questions or special requests at tours@dancemuseum.org or by calling (518)-584-2225 x3004. Mary Anne Fantauzzi, Docent Coordinator

GROUP TOUR AGREEMENT

Organization________________________________________________________

Contact ___________________________ Phone _________________________

Address__________________________________________________________

City ___________________ State ___________ Zip __________

Email____________________________ Fax ________________________

Tour Date _______________ Arrival ___________ Departure __________

Section A) Rates for Self-Guided Tours

<table>
<thead>
<tr>
<th>Self-Guided Tour for a Group of 10-15 people:</th>
</tr>
</thead>
<tbody>
<tr>
<td># Adults ______@ $6.50 each   # Seniors/Students ______@ $5.00 each</td>
</tr>
<tr>
<td># Children 12 &amp; under ______@ $3.00 each</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Self-Guided Tour for a Group of 16 + people:</th>
</tr>
</thead>
<tbody>
<tr>
<td># Adults ______@ $5.00 each   # Seniors/Students ______@ $4.00 each</td>
</tr>
<tr>
<td># Children 12 &amp; under ______@ $2.00 each</td>
</tr>
</tbody>
</table>

Total cost for Section A: $ ___________________
Section B)  Rates for Docent-Guided Tours

☐ Check here if you would like a docent-guided tour (optional)

# of Docents needed @ $40 each: ________  Time of tour ________________
Docent(s): ____________________________________________________________

Total cost for Section B:  $40 x _____ docents = $______________________

Section C)  Movement Class (optional)

☐ Check here if you would like a movement class before or after your tour

Classes cost an additional $7 per participant.  Time of class _________________
Type of class ___________________  Location _____________________________
Instructor(s) ___________________________  Location ___________________________

Total cost for Section C:   $7 x _____ participants = $ _________________

*TOTAL:  A ________ + B ________ + C ________ = ___________________

POLICIES & PAYMENT

All group tour reservations must be received and confirmed within 30 days of the tour date. The signed contract and a 50% non-refundable reservation deposit must be received in order to confirm your tour. The balance must be paid-in-full upon arrival. Cancellation policy: The National Museum of Dance reserves the right to reschedule any tour cancellation request to a future date without penalty or loss of reservation deposit.

Docent-guided tours and movement classes cannot be guaranteed for reservations scheduled less than three weeks before the scheduled tour date. Group participant numbers are set at the time of the reservation. If your participant number decreases on the date of the tour, no refund will be given and the total at the time of reservation must be paid in full. Additional participants must be paid according to the rates listed on the contract. Please plan to arrive 10 minutes prior to the scheduled tour start time.

I have read this agreement and the group tour policies set forth by the National Museum of Dance and agree to abide by them.

Signed by ______________________________  Date ______________________

FOR OFFICE USE ONLY:

Payment:  ☐ Credit Card  ☐ MC  ☐ VISA  ☐ AMEX  Amount: ______________________

Card number ___________________________  Exp. ______  CVV ______

Name on card ___________________________  Zip code __________________

☐ Check (Make checks payable to National Museum of Dance)  Check # ____________

Booked by ______________________________ on ______________________________