



School Tour Reservation

Email completed form to Haley Lux at hsmith@archway.org

Today's Date _____

School and Contact Information

Name of School _____

School System _____

Name of School Contact _____

Contact Phone Number _____ Contact Email _____

Preferred Date and Time

1st Choice - Date _____ Time - Arrive: _____ Depart: _____

2nd Choice - Date _____ Time - Arrive: _____ Depart: _____

3rd Choice - Date _____ Time - Arrive: _____ Depart: _____

How Many Should We Expect?

Students _____ Parents _____ Teachers _____ Total = _____ Grade Level(s) _____

Student rates: Elementary/High School/College: \$5/each (including all accompanying adults)

NOTE: For groups of 50 or more students, please divide your students into two or more smaller groups to ensure a more engaging and manageable museum experience. We recommend 1 adult per 10 students.

Preferred Payment Method: ☐ Pay day of visit ☐ Invoice Before Visit ☐ Invoice After Visit

If invoicing: Please email invoice to: _____

Lunch and Additional Activities

Do you plan on bringing lunch at the Archway?: ☐ Yes ☐ No

Lunch in the Archway Event Room and Picnic Shelter are subject to the availability of these spaces. You may be asked to share the space with another school.

Do you plan on visiting the gift shop? ☐ Yes ☐ No

If Yes, our policy is to have small groups take turns shopping. Staffing limitations necessitate 1 adult assisting at the register with at least 1 other monitoring the students' shopping activities if at all possible.

Feed the Fish (\$1.00 bag per student) ☐ Yes ☐ No

Historical BINGO: (\$1.00 per student) ☐ Yes ☐ No

Reenactment: ☐ Yes ☐ No \$2.00 per student: 20 - 30 minute presentations during which the reenactor takes on a character that relates to some aspect of the Archway's historical theme. The reenactor performs a short presentation and engages the audience in a short discussion. (Availability is dependent upon volunteers)

NEW!! Archway Exploration Quest & ABC Your Way through the museum (Both are Inside & Outside the Museum!)

\$1.00 per student, We print copies for you! \$5.00, We email you a .pdf and you print your own copies!

Archway Exploration Quest:
Grades 3 & up; Fill in the blank & short answer questions from listening to/reading about exhibits

ABC Your Way Through the Museum
Grades 1 & Up: Write or draw a picture of things you find that start with each letter of the alphabet.

Through The Trails Scavenger Hunt - Outdoors Only
2 versions: Lower Elementary & Upper Grades (4th & up)

Email: \$5.00
We print: \$1.00/student
No

Email: \$5.00
We print: \$1.00/student
No

Email: \$5.00
We print: \$1.00/student
No

If you are coming from a Nebraska school, we must have your Form 13, Exempt Sale Certificate on file. If we don't have Form 13 on file, you MUST send one before your field trip or you will be charged tax. Email to Haley Lux at hsmith@archway.org.