

# AMERICAN MUSEUM OF WESTERN ART

THE ANSCHUTZ COLLECTION

## School Tour Request Form

For organized school groups, visits by appointment can be arranged on either a Tuesday or Thursday, subject to availability of museum staff. Admission fees are not charged in connection with the visit of an organized school group from an elementary, middle or high school, from a college or university, or from an accredited art school, so long as the person requesting the visit is a teacher of the students involved or other official representative of the school, college, or university involved. Admission fees are also waived for all accompanying teachers and other chaperones. Teachers may be required to participate in an orientation to the Museum and its policies and procedures prior to such visits.

Please Note: Due to the fragile nature of the collection and the intimate nature of the galleries, children under the age of 8 are not admitted to the museum, and children under the age of 16 must be accompanied by at least 1 adult for every 4 children. All children must be supervised at all times by their accompanying adults. (Visitors will be asked to check overcoats, backpacks, briefcases, large bags, umbrellas and any other large items at the Museum entrance.)

Group tours require 2 weeks advance notice and are subject to availability of Museum staff to lead a tour on the day and time requested. Please complete the information below and submit via our [Contact Us](#) page, email to [support@AnschutzCollection.zendesk.com](mailto:support@AnschutzCollection.zendesk.com), or fax it to (303) 308-8011.

You can also mail the form to:

American Museum of Western Art - The Anschutz Collection  
1727 Tremont Place, Denver, Colorado 80202  
Attention: Education

### Contact Information:

Contact Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Name of School: \_\_\_\_\_ Classroom Grade(s) requesting visit: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Contact Email Address REQUIRED: \_\_\_\_\_

### School Group Information:

Number of students in your group: \_\_\_\_\_ Number of Accompanying Teachers and/or Chaperones: \_\_\_\_\_

What is the purpose of your visit? \_\_\_\_\_

Please share a little bit about what your students are currently studying so that we can tailor how their time spent at the Museum would best relate to their school curriculum (please feel free to call Museum Educator at 303-293-2000 to discuss more in depth):

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Are there any accommodations needed for your group? If so, please explain: \_\_\_\_\_

Anything else you would like us to know? \_\_\_\_\_

### **Buses and Parking:**

The Museum can assist schools with bus parking by reserving nearby parking meters, free of charge to organized school entities. Please contact us via our [Contact Us](#) page or [support@AnschutzCollection.zendesk.com](mailto:support@AnschutzCollection.zendesk.com) if you are interested in applying for bus parking assistance. Please allow at least 2 weeks advance notice for staff to review application and reserve bus parking with the City.

### **Scheduling:**

Please list 2 different dates and times (on either a Tuesday or Thursday) in order of preference:

Date 1: \_\_\_\_\_

Date 2: \_\_\_\_\_

Time 1: \_\_\_\_\_

Time 1: \_\_\_\_\_

Time 2: \_\_\_\_\_

Time 2: \_\_\_\_\_

### **Internal Purposes Only:**

Tour/Time Date Scheduled: \_\_\_\_\_ Date Paid: \_\_\_\_\_ Amount Paid: \_\_\_\_\_

**Notes:**