

Group Visit Booking Form

To reserve your group visit, this form must be completed and submitted to the MAC at least two weeks before your visit date. **Submit this form to PublicPrograms@northwestmuseum.org.**

Group/Organization Name: _____

Group Type: ☐ Senior Group ☐ University Group ☐ Other, _____

Contact Name: _____ **Contact Phone:** _____

Contact Email: _____ **Contact Will Be with Group:** ☐ Yes ☐ No

Visit Date, Choice 1: _____ **Visit Date, Choice 2:** _____

Arrival Time: _____ **Estimated Departure Time:** _____

Headcount: _____

Invoice is requested: ☐ Yes ☐ No *A final headcount is needed for an accurate invoice.

Group Visit Options: (Please Select One) *Group rate is based on a group of 10 or more people.

☐ **Self-Guide Museum Visit** – After check-in and orientation, your group can explore the museum at your own pace. Group rate of \$10 per person.

☐ **Guided Gallery Visit** – A museum educator provides deeper insights into each exhibition for the group. This does not include a guided tour of Campbell House, though we encourage self-guided visit to the house between 12 and 4 pm. Group rate of \$15 per person.

Special Guided Tour – Book one of the specially researched and curated tours led by a museum educator. These are by appointment only and are offered based on the availability of staff and venue. They last 50-70 minutes and can accommodate up to 16 people in a group. Flat rate of \$15 per person, museum gallery access is not included. Please choose the tour you'd like to book:

- ☐ Campbell House and Spokane's Gilded Age
- ☐ Honoring Tradition: The Arts & Crafts Movement
- ☐ The Door Between Us: Maids, Coachmen, and Cooks
- ☐ Porcelain and Pagodas: Japanese-Influenced Decorative Arts in Campbell House
- ☐ Browne's Addition's: Then & Now Walking Tour (April—October only)

What to know:

- A single payment in full is due at least 24 hours before the visit date.
- Refunds in full or in part will not be issued if requested less than 24 hours before the visit date. This includes members of your group who do not show up for your visit.
- If more than your headcount arrives for the visit, a single payment will need to be made at time of arrival.
- Those with museum memberships cannot use their membership when part of a group.
- Your group must arrive at your scheduled arrival time. If your group is late, it is at the museum's discretion to modify or cancel your reservation.