



# 2016-2017

## Adult Tour Request Form June 2016-May 2017

Please provide all the information requested below. Keep a copy of this form for your records.  
Allow one week for confirmation of tour date and time.

**Group Contact Name:** \_\_\_\_\_

\*This contact must be on-site during your group visit.

**Group Contact Cell Phone:** ( \_\_\_\_\_ ) \_\_\_\_\_

**Contact E-mail:** \_\_\_\_\_

**Group/Organization Name:** \_\_\_\_\_

**Organization Address:** \_\_\_\_\_

**City/State/Zip:** \_\_\_\_\_

**District or County:** \_\_\_\_\_

**Organization Phone:** ( \_\_\_\_\_ ) \_\_\_\_\_

**Fax Number:** ( \_\_\_\_\_ ) \_\_\_\_\_

**Type of Group:** \_\_\_\_\_

(e.g., alumni, civic, church, social, etc.)

**Total # of Participants:** \_\_\_\_\_

(Docent-guided tours require a 10-participant minimum)

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### SPECIAL CONSIDERATIONS

So that we may offer you the best tour experience possible, please list any special accommodations that would enhance your visit:

\_\_\_\_\_  
(e.g., elevators, interpreters, large print, wheelchairs, etc.)

**For Office Use Only:** \_\_\_\_\_ Booked \_\_\_\_\_ E-mailed \_\_\_\_\_ Confirmation Sent

\_\_\_\_\_ Final #s Due \_\_\_\_\_ Volg. \_\_\_\_\_ #D \_\_\_\_\_ #G \_\_\_\_\_ #S \_\_\_\_\_ #CC \_\_\_\_\_ #C

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## SELECT TOUR TYPE and ENTER TIME:

**DOCENT-GUIDED TOUR** (50 minutes): \_\_\_\_\_

Please write in preferred time.  
(Docents available Mon.–Fri. Tour will be scheduled based on docent availability.)

OR

**SELF-GUIDED TOUR:** \_\_\_\_\_

Please write in preferred time.  
(Scheduling is more flexible with Self-Guided Tours.)

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## SELECT TOUR DATE:

Submit 3 dates in order of preference.

Date 1: \_\_\_\_\_ Date 2: \_\_\_\_\_ Date 3: \_\_\_\_\_

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## CHOOSE ONE OF THE FOLLOWING EXHIBITIONS:

**Bellissima! The Italian Automotive Renaissance, 1945–1975**

Tours available June 6, 2016–October 7, 2016

**Women, Art, and Social Change: The Newcomb Pottery Enterprise**

Tours available August 8, 2016–November 4, 2016

**Samurai: The Way of the Warrior**

Tours available November 14, 2016–January 13, 2017

**Secrets of Buddhist Art: Tibet, Japan, and Korea**

Tours available February 21, 2017–May 5, 2017

**Irving Penn: Beyond Beauty** (Mature content)

Tours available March 6, 2017–May 26, 2017

**Architecture Tour**

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**SELECT BOX LUNCH OPTION:** *Box Lunches include: sandwich, bag of chips, cookie, and choice of bottled water or soda.*

**No**  **Yes, I want the Box Lunch option** (Available M–F)

\*Please indicate the quantity of each sandwich you require.

\_\_\_\_\_ Turkey Club sandwich \_\_\_\_\_ Chicken Salad on croissant \_\_\_\_\_ Vegetarian sandwich

**Preferred pick-up time for Box Lunches:** \_\_\_\_\_

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## COST AND PAYMENT OPTIONS

### THE COST:

Number of adult participants \_\_\_\_\_ x \$10.00 per person (**Tour only**)

Number of adult participants \_\_\_\_\_ x \$22.00 per person (**Group of 24 or fewer for Tour with Box Lunch**)

Number of adult participants \_\_\_\_\_ x \$25.00 per person (**Group of 25 or more for Tour with Box Lunch**)

**TOTAL COST:** \_\_\_\_\_ \*THIS DOES NOT INCLUDE PARKING.

### PAYMENT:

**CHECK** - Make checks payable to Frist Center for the Visual Arts. **Mail** c/o Emily Jenkins, Frist Center for the Visual Arts, 919 Broadway, Nashville, TN 37203.

**CREDIT** - Contact Emily Jenkins at 615.744.3247 to make payment.  
**\*Please do not leave any sensitive information such as credit card numbers on this form.\***

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## READ AND SIGN BELOW

I understand that a final participant count and 100% pre-payment are due to the Frist Center 21 days prior to the scheduled event date. Our lunches and our tickets to the exhibition will not be confirmed until payment is received. In the event that we must cancel our tour event, the following Cancellation and Refund Policy applies: If we provide notice of cancellation two weeks (14 days) prior to our scheduled date, a full refund of our payment will be given. If we provide notice of cancellation one week (7 days) prior to the start date of our program, the cost of our gallery admission tickets will be refunded. There will be no refund for cancellation within one week of the scheduled date.

Signature:

Date:

X \_\_\_\_\_

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## SEND

**FAX** completed form to **615.744.3965**, **E-MAIL** to [ejenkins@fristcenter.org](mailto:ejenkins@fristcenter.org), or **MAIL** to **Emily Jenkins, Frist Center for the Visual Arts, 919 Broadway, Nashville, TN 37203**. Allow one week for confirmation of tour date and time.