

**1 Contact Information**

GROUP NAME \_\_\_\_\_

GROUP CONTACT \_\_\_\_\_

ADDRESS \_\_\_\_\_ SUITE \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

PHONE \_\_\_\_\_ FAX \_\_\_\_\_

E-MAIL \_\_\_\_\_

**2 Tour Information**

REQUESTED TOUR DATE \_\_\_\_\_ REQUESTED TOUR TIME \_\_\_\_\_

NUMBER IN GROUP \_\_\_\_\_ AGE RANGE OF GROUP \_\_\_\_\_

NUMBER OF CHAPERONES (if applicable) \_\_\_\_\_

**3 Group Check-In**

**Admission** is free for members, \$9 for adults, \$5 for students, seniors and children ages 4–17, and free to children 3 and under when accompanied by an adult.

**Note:** All field trips of groups ages 17 and under require one adult chaperone for every 10 children. Each chaperone will be admitted free of charge. Additional chaperones will be charged the adult group rate.

\_\_\_\_\_ x \$5 (student/seniors/children):

\_\_\_\_\_ x \$9 (adult):

**50% Deposit Due:**

**Total Balance Due:**

**Payment:**

- Check Enclosed\*     Visa  
 American Express     Master Card

CARD NUMBER \_\_\_\_\_ CSV # \_\_\_\_\_ EXP. DATE \_\_\_\_\_

SIGNATURE \_\_\_\_\_

\* Make checks payable to the Art and Culture Center of Hollywood.

**4 Agreement**

**All group reservations must be reserved 14 days or more in advance.** If a group fails to make their reservation 14 days in advance and the Center agrees to admit them, the group will be charged the normal admission rate of \$10 for adults and \$6 for students, seniors, and children.

The Art and Culture Center of Hollywood requires this waiver of liability be signed by the representative authority for each visiting group. It releases The City of Hollywood and the Center from any and all responsibility of harm for all visitors and any of their belongings. It is the sole responsibility of each visiting group leader and their attendant chaperones to maintain proper etiquette and behavior during the entire time period the group is visiting the Center. All groups must conform to proper codes of conduct, including the enforcement of not touching the exhibition artworks, running, or reckless behavior, no food, drinks, and/or bags in the exhibition, and unauthorized photography of the exhibition.

The authorized signor hereby waives any and all liability of the Center for all participating members of its group visiting as detailed above. The Center will not be held liable for any injuries, losses or other damage occurring to any and all of the parties covered by this waiver. Signor additionally hereby allows the Art and Culture Center of Hollywood to take photographs and/or videotape of any and all children within their group during participation in its programmed activities. The photographs and/or videos may be used for the sole purpose of promoting the Art and Culture Center of Hollywood.

I have read and understand all reservation guidelines and tour policies as well as all of the above.

\_\_\_\_\_  
 AUTHORIZED SIGNATURE (ORGANIZATION LEADER)      DATE \_\_\_\_\_

\_\_\_\_\_  
 AUTHORIZED SIGNATURE (GROUP LEADER)      DATE \_\_\_\_\_

\_\_\_\_\_  
 ART AND CULTURE CENTER REPRESENTATIVE      DATE \_\_\_\_\_

**Questions?** Call us at 954 921. 3274. Return this completed form by fax to 954. 921. 3273, by mail, or in person to:

**Art and Culture  
Center of Hollywood**  
 1650 Harrison St.  
 Hollywood FL 33020  
 954. 921. 3274  
 954. 921. 3273 fax  
 ArtAndCultureCenter.org