



Tour Reservation Form

To reserve your tour date and time, please complete the form below and fax the request to (804) 643-4607. We will contact you via email to confirm availability and your arrangements.

School/Group Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Contact Name: _____

Email: _____

Phone: (____) - ____ - _____ ext: _____

Fax: (____) - ____ - _____

Number in Group: _____ Age/Grade: _____

Special Needs? (Please List) ___ Yes ___ No

Self Guided Tour _____

Staff Guided Tour _____

Dates Requested: (mm/dd/yy)

1st Choice ____ / ____ / ____

2nd Choice ____ / ____ / ____

Time Requested:

* Guided tours start on the hour between 9 a.m. and 3 p.m. Tuesday through Friday and last 45 minutes.

* Self guided tour length is at the discretion of the tour requester; tours are available between 10 a.m. and 5 p.m. Tuesday through Friday.

Arrival: _____ am pm Departure: _____ am pm

Transportation:

___ Bus ___ Van ___ Private Car ___ Other (free street parking available)

Additional Comments

