

FIELD TRIP RESERVATION FORM

Complete this form to schedule your free* field trip. **Book online at chicagohistory.org/fieldtrip**, fax the form to 312.266.4549, or mail it to Chicago History Museum, attn: Visitor and Member Services, 1601 N. Clark Street, Chicago, Illinois, 60614-6038.

ABOUT YOUR GROUP

SCHOOL NAME

STREET ADDRESS

CITY

STATE

ZIP CODE

SCHOOL PHONE

SCHOOL FAX

YOUR NAME

YOUR PHONE

YOUR E-MAIL ADDRESS

Names and e-mail addresses of other teachers coming on the field trip:

NAME

E-MAIL ADDRESS

NAME

E-MAIL ADDRESS

Number of: students _____ teachers _____ chaperones _____ classes _____

Student grade level: _____

Please identify any special needs your group might have:

☐ Special education ☐ ELL ☐ Physical disabilities ☐ Other (please specify) _____

DATE AND TIME OF VISIT

We recommend a visit of two to three hours including lunch. Groups are scheduled to enter the building every 15 minutes beginning at 9:30 A.M. If your requested entrance time is not available, you will be booked into the next available slot. We will make every effort to schedule the date of your first choice.

1st choice

DATE OF VISIT

ENTRANCE TIME

EXIT TIME

2nd choice

DATE OF VISIT

ENTRANCE TIME

EXIT TIME

3rd choice

DATE OF VISIT

ENTRANCE TIME

EXIT TIME

ADDITIONAL OPTIONS

These options require advance reservations. Please check the box in front of the option(s) you would like included with your visit. Your confirmation letter will indicate any associated fees. Full payment is due upon arrival.

- ☐ **Lunchroom seating** Available up to grade 8.
- ☐ **Sensing Chicago children's gallery** Recommended for grades 3 and 4; available in 30-minute time slots.
- ☐ **Crazy for Trains self-guided discovery bags** For pre-K groups and kindergartners. **Maximum 40 students.** See page 5.
- ☐ **Audio experiences** Recommended for grades 6 to 12. **Maximum 45 users.** \$2 per iPod touch. See page 5.

MIDDLE AND HIGH SCHOOL STUDENT SYMPOSIUM

- ☐ **Lincoln's Undying Words** See page 4.
Special event: Wednesday, December 7, 10:00 A.M. to 1:00 P.M.
Recommended for grades 7 to 12. Free but reservations required.

WORKSHOPS

Workshops are available Monday through Friday and can accommodate a **minimum of 10 students and a maximum of 65.**

- ☐ **Painted Memories: The Great Chicago Fire**
Recommended for grades 3 and 4. \$3 per student. See page 3.
- ☐ **Wonderful World's Fair** Recommended for grades 3 and 4.
\$3 per student. See page 4.
- ☐ **Facing Freedom** Recommended for grades 7 to 12.
\$5 per student. See page 4.

After submitting your form, allow seven to ten days for processing. If you don't receive a confirmation letter, call 312.642.4600.

Please print legibly. Reservations are not accepted via telephone. * Out-of-state groups: Kindly refer to the fees chart under planning tips.