

Fine Arts Museums of San Francisco
College Group Museum Visit Request

We encourage requests by mail and fax. Requests will be processed in the order received. If you have questions please call 415/750-3638 or e-mail cinaba@famsf.org.

- Please use one reservation form for each class requesting a museum visit. This form may be copied.
 - Self-guided tours must be arranged at least **two** weeks prior to the desired date of visit.
 - Docent-led tours must be arranged at least **four** weeks prior to the desired date of visit.
 - Sketching in the Museums requires special permission and a permit.
 - The Museums are open Tuesday through Sunday, 9:30 a.m. to 5 p.m.
 - Keep a copy of your request for your records. You may fax, email, or mail your request.
- Fax:** 415/750-3540, **Email:** cinaba@famsf.org, **Mailing Address:** Cynthia Inaba, de Young Museum, 50 Hagiwara Tea Garden Drive, San Francisco, CA 94118.
- For information regarding Museum College events, please e-mail cinaba@famsf.org or call 415/750-3638.

Please fill out this form completely.

Today's Date _____

Instructor's Name _____

College _____

Class Title _____

College or Home Address _____

College Phone (ext. # and times avail.) _____ Home Phone _____

College Fax # _____ Home Fax# _____

E-mail _____

I would like a **self-guided** tour at the (pick one) Legion of Honor de Young

I would like a **docent-led** tour at the (pick one) Legion of Honor de Young

I would like to see the (pick one) Permanent Collection *Special Exhibition

I would like to **sketch** in the permanent collection galleries at the (pick one)

Legion of Honor de Young

Preferred dates: 1st choice _____ 2nd choice _____ 3rd choice _____

Preferred times: 1st choice _____ 2nd choice _____ 3rd choice _____

Number of Visitors: _____

*Special Exhibitions may have a surcharge per person. Fees can be checked on our website at www.famsf.org.