



## Group Tour Information

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Thank you for your interest in a guided tour at the George Washington Carver Museum and Cultural Center. We look forward to hosting your group, and hope that everyone enjoys their time in our new facility. To ensure that your tour proceeds as smoothly as possible, please review the information and guidelines below prior to scheduling your visit.

### Rates & Scheduling

Guided tours of the Carver Museum are free of charge. To schedule a tour, please contact the museum staff at (512) 974-4926 and have the following information available:

- Desired Tour Date and Time
- Name of Organization (School, Adult Group, Church, etc.)
- Number of People in Group (please see "Group Size" below for more information)
- Average Age or Grade Level of Group
- Contact Name, Phone Number, and Email Address

*NOTE: Two weeks advance notice is preferred for scheduling tours.*

### Time & Duration

Tours are offered at the following times and are available on a first come, first served basis:

Monday – Friday:	Every hour from 10:00 AM – 4:00 PM
Saturday:	No Guided Tours Offered
Sunday:	Museum Closed

Though tour duration may vary based on group size, the average tour length is 45 minutes.

### Group Size

The Carver Museum welcomes groups of all sizes. However, due to limited space, tours are guided through the main gallery in groups of up to 50 at a time, and through the children's gallery in groups of up to 20 at a time. If your group size exceeds these amounts, **please arrive at the museum prepared to form smaller groups and tour the facility one group at a time.** Those not in the galleries may wait outside the front entrance or in the main lobby.

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## Chaperones

**Students and children must remain with a chaperone at all times.** For groups of students and children, please observe the following adult to child ratios:

<b>School Type and/or Average Age</b>	<b>Adult to Child Ratio</b>
elementary school (ages 11 and younger)	one adult for every five students
middle school and high school (ages 12 and older)	one adult for every ten students
special needs students	one adult for every five students

## Rules / Behavior

Prior to your visit, please educate all members of your group (especially children) on the following rules of behavior:

- No gum, candy, or other outside food or drink is allowed in the museum.
- No running, pushing, shouting, or other horseplay is allowed.
- Visitors may touch only those interactive exhibits that are labeled accordingly.
- Photography is NOT allowed in the museum gallery, but is okay in the main lobby.

## Facilities

**There is no outside food or drink allowed in the museum.** If your group would like to bring a lunch to eat before or after their tour, there are picnic areas and playground equipment available for use in Kealing Park directly behind the building. Restrooms are available only for visitors of the museum, and **children must be accompanied to the restroom by an adult.** For school groups, please allow students restroom time PRIOR to arriving to avoid long lines.

## Parking

Buses and other vehicles may load and unload groups in front of the main entrance on Angelina Street; however, vehicles should be parked in the museum lot on the north side of the building. There is no charge for parking in the museum lot.

## Re-Scheduling / Cancellation

Should you need to change or cancel your reservation, please contact the museum at least two days in advance of your scheduled tour. For groups larger than 50, three days advance notice is preferred.