

# Conner Prairie School Tour Check-In Form

(Please bring this completed form the day of your visit.)

School: \_\_\_\_\_ Date of Visit: \_\_\_\_\_

**ON-SITE EMERGENCY CONTACT NUMBER:** (            ) \_\_\_\_\_ - \_\_\_\_\_  
(If possible, cell phone of lead teacher)

Please fill in the following information to expedite your check-in. You will be asked for this sheet upon your arrival.

1. \_\_\_\_\_ Final # of Students                      4. Planned Departure Time: \_\_\_\_\_  
2. \_\_\_\_\_ Final # of Adult Chaperones  
3. \_\_\_\_\_ Final # of Teaching/School Staff

*The above figures will be used to calculate the total amount due. The adult chaperone count should only include those adults whose admission fee is being included in the one total payment by the school. Do NOT include adults paying individually at the ticket desk. Please note that any adult (except Conner Prairie members) who pays individually at the ticket desk will be charged regular general admission of \$14.*

5. Is this your first visit to Conner Prairie with students? (Please circle)      YES      NO

If no, how many times have you brought students to Conner Prairie, including this visit? (Please Circle)

2-5

6-9

10 or more

We value your input. If you are willing to fill out an emailed evaluation of your visit, please enter your email address:

\_\_\_\_\_

Additional Information:

\_\_\_\_\_

\_\_\_\_\_

## Reminders:

- **SUPERVISION:** Students of all ages, grades K-12, must be with a teacher or chaperone at all times.
- **SCHOOL NAME TAGS:** We require that all adults and students wear a school name tag with the school name and teacher name on it. (Student name is not required.)
- **LUNCH:** If you choose to store lunches in the pavilion, please place them along the wall instead of on top of the tables.
- **OPEN FOOD and DRINK CONTAINERS** are not permitted on the museum grounds (including historic areas) except in designated places. Bottles and cups with lids are permitted.
- **Smoking is not permitted.**

Have a GREAT visit and thank you for visiting Conner Prairie!