***AZ Water/Ways* K–12 School Group Visit Request Form**

Make the Smithsonian Institution *AZ Water/Ways* Exhibit at Canon School in Black Canyon City part of your school year! The co-host, Black Canyon Heritage Park (BCHP) is currently accepting appointment requests for guided tours or self-guided visits. **Tours and visits are free.** We welcome all school-age learners.

The exhibit is in Black Canyon City from December 14, 2019 through January 26, 2020. The attached Visit Request Form lists the dates and time available for scheduling visits. You should plan a minimum of one hour on site, and up to two hours if the group’s interest is high.

We invite you to request a guided visit led by trained volunteers at a time selected by you or a self-guided visit during the regular Open to Public hours. **Please note that appointments are required for all school groups visiting the Exhibit.**

Guided-visit appointments can be made no less than two weeks in advance of the requested visit date and can be during the public open hours or specially arranged dates and times.

Self-guided visit appointments can be made no less than one week in advance and must occur during the hours that the exhibit is Open to Public.

A separate form must be submitted for each visit. We will do our best to accommodate your request(s); however, due to high volume, your visit is not confirmed until you have received a confirmation letter by email from the BCHP. You should receive your confirmation within 5 business days of submittal.

Before submitting your request, please consult your school's administration and calendar regarding bus maintenance days, testing days, school holidays, and half days. When selecting date and time preferences for your visit, please consider approximate travel time from your school, as well as any guidelines your school may have regarding school bus departure and return times.

*AZ Water/Ways* has been made possible in Arizona by Arizona Humanities and the Walton Sustainability Solutions Initiatives and School of Historical, Philosophical and Religious Studies at Arizona State University.

To submit your request or for more information, please contact:

Ann Hutchinson, Co-Chair

Email: Info@blackcanyonheritagepark.org

Phone: 623-293-8628

***AZ Water/Ways* K–12 School Group Visit Request Form**

School Information

School Name:

Address:

Address 2:

City: State: Zip Code:

School Phone: Extension:

**School Type**

Public  Charter  Private  Home School  Parochial

Contact Information

We will contact the person named below with any questions or concerns about the tour request and to confirm the appointment.

First Name: Last Name:

Cell Phone: Office Phone: Extension:

Email address: Confirmation email address:

Group Information

Please limit your group to no more than one group of up to 35 people (includes chaperones). We require one chaperone for every 10 students. Call Ann Hutchinson at 623-293-8628, if this presents a challenge.

Number of Students: Number of Chaperones: Total Group Size:

Grade Level(s):

Arrival by:  Auto  Van  Bus

Visit Type

**Guided Tour** – Please provide up to three choices of days and times preferred;

1st choice date: Arrival Time: Departure Time:

2nd choice date: Arrival Time: Departure Time:

3rd choice date: Arrival Time: Departure Time:

**Self-Guided Tour** during Open to Public hours (Select up to three choices of days and times preferred.

Self-guided-visit appointments can be made no less than one week in advance and must occur **during** the hours that the exhibit is Open to Public.

Please note the approximate time of your arrival; allow a minimum of one hour to tour the exhibit.

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| **December 2019** | **January 2020** |
| Dec. 14 – Noon to 4 PM Arrival \_\_\_\_\_\_\_  Dec. 16 – 4 PM to 7 PM Arrival \_\_\_\_\_\_\_  Dec. 18 – 4PM to 7 PM Arrival \_\_\_\_\_\_\_  Dec. 21 – Noon to 4 PM Arrival \_\_\_\_\_\_\_  Dec. 23 – 4 PM to 7 PM Arrival \_\_\_\_\_\_\_  Dec. 27 – 4 PM to 7 PM Arrival \_\_\_\_\_\_\_  Dec. 28 – Noon to 4 PM Arrival \_\_\_\_\_\_\_ | Jan. 4 – Noon to 4 PM Arrival \_\_\_\_\_\_\_  Jan. 6 – 4 PM to 7 PM Arrival \_\_\_\_\_\_\_  Jan. 8 – 4 PM to 7 PM Arrival \_\_\_\_\_\_\_  Jan. 11 – Noon to 4 PM Arrival \_\_\_\_\_\_\_  Jan. 13 – 4 PM to 7 PM Arrival \_\_\_\_\_\_\_  Jan. 15 – 4 PM to 7 PM Arrival \_\_\_\_\_\_\_  Jan. 18 – Noon to 4 PM Arrival \_\_\_\_\_\_\_  Jan. 22 – 4 PM to 7 PM Arrival \_\_\_\_\_\_\_  Jan. 23 – 4 PM to 7 PM Arrival \_\_\_\_\_\_\_  Jan. 25 – Noon to 4 PM Arrival \_\_\_\_\_\_\_  Jan. 26 – 4 PM to 7 PM Arrival \_\_\_\_\_\_\_ |

Other

Please tell us anything else we should know about your requested visit.