

Fill out this form for each program that you would like to request. Please note that this does not guarantee a program spot – you will be contacted by email to confirm the details of your visit. If you have questions, please call 780-410-8585, or email artgallery@strathcona.ca. Send this completed form by email, fax or mail to the above address.

Main Contact Information (Teacher or Group Leader)

Name _____

Email address _____

Phone number _____

School or Group Information

School or Group name _____

School or Group address _____

School or Group phone number _____ Fax number _____

Dates and Times

Please give us three date and time options when you are available to visit us, between 9 a.m. and 3 p.m.

First choice Date _____

Arrival time _____ Departure time _____

Second choice Date _____

Arrival time _____ Departure time _____

Third choice Date _____

Arrival time _____ Departure time _____

Class / Group Information

Class / Group #1 Number of students or participants _____

Grade level or age of participants _____

Class / Group #2 Number of students or participants _____

Grade level or age of participants _____

Number of adults (teachers and helpers) attending _____

Please schedule in adult helpers to come with elementary school groups. We recommend that you bring two adult helpers with each class. Teachers, Educational Assistants and adult helpers attend for free.

Collection and use of personal information

Personal information is collected in accordance with section 3 of the *Municipal Government Act* and section 33(c) of the *Freedom of Information and Protection of Privacy Act (FOIP)* and is protected by FOIP. It will be used to facilitate and coordinate educational programs. If you have any questions about the collection and use of the information, contact the Curator, Art Gallery@501, Recreation, Parks and Culture at 780-410-8575.

Art Gallery@501 Education Programs Booking – Request

Program Information

Please check off all the programs you want to attend on the same date you arrive for your Gallery tour. Gallery staff will contact you to confirm details and scheduling information.

Art Gallery @501

- Gallery Tour only
\$5.00 per person
- 30 minutes
- 45 minutes
- 1 hour long
- other _____

- Studio Project only
\$5.00 per person
- 30 minutes
- 45 minutes
- 1 hour long
- other _____

- Gallery Tour and Studio Project
\$7.50 per person
- 1 hour long
- 1.5 hrs long
- 2 hours long
- other _____

- Custom Designed Program *Gallery staff will contact you about details, design and program fee.

Free Added Value Programs

We will schedule any added value programs around your Gallery program times, and within your availability.

- Strathcona County Library tour
- Festival Place tour
- Artrium tour (Permanent Art Collection)
- Public Art tour
- Council Chambers tour
- Yes, we would like to book in to eat lunch in the indoor Agora space
- Yes, we would like to book in to eat lunch in the outdoor East or West Plaza spaces

Subject Area Focus

Please indicate what subject matter you currently teach this group.

- Fine Arts
 - Language Arts
 - Sciences
 - Social Studies
 - Mathematics
 - Elementary education (all subjects)
 - Drama
 - Other
- _____
- _____

Please indicate what subject matter or curriculum you would like the focus of your Education Program to be about.

- Fine Arts
 - Language Arts
 - Sciences
 - Social Studies
 - Mathematics
 - Elementary education (all subjects)
 - Drama
 - Other
- _____
- _____

Art Gallery@501 Education Programs Booking – Request

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Other Information

We strive to provide an accessible and inclusive learning environment for all gallery visitors. Please let us know if any individuals in your group have any special needs (social, physical, learning or behavior) so that we can let our Gallery Educators know in advance. This information is kept in confidence, and only used for the benefit of your experience with us. Thank you.

Connecting With Teachers – Feedback

Please indicate how you heard about our programs.

- Email from School Board or Principal
- E-newsletter from school
- Another teacher or group leader recommended it to me
- Art Gallery @501 website
- Through Gallery@501 (gallery visit, or on the phone)
- Gallery@501 staff contact us directly
- Other _____

Was the **Gallery at a Glance - Education Programs** brochure helpful? Yes No

Comments _____

Do you have any feedback about this Booking Form, or any aspect of Gallery@501 Education Programs?

Thank you for booking a program with Gallery@501. Gallery staff will contact you by email to confirm your program details, and will send you an Education Package by mail. We look forward to seeing you soon!

Gallery Staff Use Only

Program Reg Number _____ Date Request Received _____

Date Confirmation Email Sent _____

Number of participants _____ Total Cost _____

Invoice Given to Group

Date Payment Received _____ Payment Processed at RPC _____

Cheque Debit Credit Card Other
