

## KSU & PUBLIC TOUR REQUEST FORM

We are excited to share with you! Please return this form to [bmaeducation@ksu.edu](mailto:bmaeducation@ksu.edu). Your tour is not confirmed until you receive a confirmation email from us. For more information, visit <https://beach.k-state.edu/visit/tours/>.

**Name of organization/school/dept** \_\_\_\_\_

**Class** \_\_\_\_\_

**Contact person** \_\_\_\_\_

**Phone** \_\_\_\_\_ **Email** \_\_\_\_\_

**Number expected on the tour** \_\_\_\_\_

**Tour options:** *(check all that apply)*

\_\_\_ Museum Highlights tour

\_\_\_ Exhibition Focused tour

\_\_\_ Visual Thinking Strategies (VTS) tour

\_\_\_ KSU Academic tour

\_\_\_ Other (we are willing to customize a tour)

Please provide a brief description of the goals of this visit: \_\_\_\_\_

**Requested date/time** - Tours are available Tuesday-Friday, please provide three dates in order of preference and a requested time. If none of these dates are available, museum staff will contact you with alternative dates. Typical tours last 30-60 minutes. You will receive a confirmation email when your tour is finalized.

1 \_\_\_\_\_

2 \_\_\_\_\_

3 \_\_\_\_\_

For more information, please contact Kim Belanger or Kim Richards at [bmaeducation@ksu.edu](mailto:bmaeducation@ksu.edu) or 785-532-7718.

*For office use: Final Date/Time*

Date received \_\_\_\_\_ Date confirmation sent \_\_\_\_\_ Staff initials \_\_\_\_\_ Calendar \_\_\_\_\_