SCHOOL TOUR REQUEST FORM
Photographic Resource Center

Please fill out the following information completely. Make a copy of the finished form for your records and mail or fax the original to the address noted below. Once the request is processed a confirmation letter will be sent to you confirming the date and time of your tour.

Contact Information:

Instructor's Name: _________________________________ Phone Number: ________________________
Email Address: ____________________________________ Fax Number: __________________________
School Name: __________________________________________________________________________
School Address: _________________________________________________________________________
City/State/Zip: _________________________________________________________________________
School Phone Number: _________________________ School Fax Number: _________________________

Tour Information:

Grade Level(s): ________________________________ Type of Class: ______________________________
Number of Students (up to 20): __________________ Number of Chaperones: _____________________
Please select the type of tour you are requesting: _____Guided _____Self-Guided
Are there any special needs for your group that we should consider, please explain: ______________________
_____________________________________________________________________________________

Please list three choices of dates and times for your tour:

1. _________________________________________
2. _________________________________________
3. _________________________________________

Is there anything else you would like for us to consider while planning your tour? ______________________
_____________________________________________________________________________________

Submit completed form to: Education Manager, Photographic Resource Center at Boston University, 832 Commonwealth Avenue, Boston, MA 02215. Or fax to 617.975.0606.

For more information on School Tours please contact the Education Manager at mchristiano@prcboston.org or 617.975.0600.