

Dear Teacher,

We are delighted that you will be visiting the Vancouver Art Gallery! Please review the following before your visit:

- Please bring name tags with each student's name clearly identified.
- Please arrive 10-15 minutes before your session to check-in at the School Tours desk in the lobby and to put away coats and backpacks. Your docents will meet your group there and you may pay for your tour and/or workshop at this time.
- Please be sure to prepare your class for their visit using the enclosed teacher's guide.
- A maximum of 8 adult chaperones will be admitted free of charge.
- Please notify all chaperones that we cannot accommodate toddlers on the tours.
- We regret that bagged lunches cannot be eaten inside the Gallery or in the Gallery Cafe. There is covered seating outside in the Robson Court area.
- We require two weeks advance notice for workshop and guided tour cancellations, otherwise you will be charged the full amount.
- There is underground parking nearby in the Robson Square Provincial parking lot at Howe and Nelson St. (follow underground signs to blue UBC area) or in the Sears parkade at Howe and Georgia St.

Please note that guided tours are one hour and guided tours with workshops are two hours in length.

Please notify the Group Booking Assistant at (604) 662-4717 regarding changes, questions, or to register for a teacher orientation.

We hope you will enjoy the enclosed pass to preview the exhibition prior to your visit, and thank you in advance for your participation in the Vancouver Art Gallery's school programs!