

KITCHENER-WATERLOO ART GALLERY

SCHOOL PROGRAMS Booking Confirmation Form

School	
Program Type	

CONTACT INFO

Name	Title	Phone/Email	Grade	Class Size

PROGRAM SCHEDULE

Pre-Visit in School Date:	Gallery Field Trip Date:	Post-Visit in School Date:

Arrival/Departure

School groups are asked to respect their start and end times. Please contact the Gallery if you anticipate any changes to your scheduled start time.

Cancellations

We require a minimum of two weeks advance notice for cancellations or changes to your booking. **Changes or cancellations received less than two weeks prior to your scheduled visit will result in your group being invoiced for the full value of your original booking.** Cancellations due to inclement weather or states of emergency will be rescheduled.

Please initial here to confirm acceptance of the cancellation policy:

Payment Information

The Gallery accepts payment by cash, debit, cheque and credit card (Visa, Mastercard, Amex, Discover), as well as by e-transfer to jwinter@kwag.on.ca. Payment can be made the day of your scheduled visit.

Program Cost	
HST 13%	
Total Cost	
Subsidy	
Cost to School	