

CHILDREN'S SEASON

..... at the National Museum

27 May – 30 Jul 2017 | Free admission

School : _____

Contact Person : _____ Email: _____

Contact No. : _____ (HP) _____ (O) Fax No.: _____

Mailing Address : _____

Please read through the following Terms & Conditions before endorsing this booking form with your signature and school stamp.

Date	Time	Level	No. of Students	No. of Adults	(Optional) No. of postcard for "Mail a postcard" activity Minimum of \$2 in donation per postcard

**Admission to NMS permanent galleries is free for students who are Singaporeans / PRs and accompanying teacher with MOE passes or any official certification from the schools.*

***Booking/reservation is only confirmed upon receipt of the Letter of Confirmation from the museum.*

****Due to space constraints, kindly arrange for the students' snack/meal to be in schools before/after the museum visit.*

Do any of your students have additional needs or require additional support, if 'yes' please tick any of the following below:

- ADHD
 Autism
 Down Syndrome
 Hearing Impairment
 Speech Disability
 Learning Disability
 Physical Disability
 Wheelchair User
 Health Concerns: _____ (Please specify.)
 Others: _____ (Please specify.)

Terms & Conditions

Waiver of Liability

- The National Museum of Singapore shall not be responsible or liable in any way for any loss, injury, mishap (including personal injury) of any students and/or teachers.
- Students/children must be accompanied by teachers/adults **at all times** (recommended ratio of at least 1 teacher/adult to 7 students)
- *Children's Season* is not a child drop-off facility. Supervision by an adult or teacher is required at all times.
- The National Museum of Singapore reserves the rights to change its programmes anytime as deemed fit.
- Students/children and teachers/adults should read and observe all activity stations and/or installations' house rules at all times.

Cancellation / No-show

- Schools/clients are advised to inform the museum of any changes in the booking numbers at least 48 hours before the date of visit.
- Cancellation of booking/reservation less than 14 days prior to date of visit will incur a penalty charge of **S\$50.00** chargeable to the school/client.

- In the case of a no-show by the school/client on the actual day, a penalty charge of **S\$50.00** will be chargeable to the school/client. No-show applies when school/client is late for more than 30 minutes without notification. Booking/Reservation is automatically cancelled after 30 minutes and the penalty fee will be charged to the school/client.
- Should the Museum initiate cancellation of the booking/reservation due to unforeseen circumstances; we shall endeavor to inform the school/client at least 14 days prior to the date of visit. However, the Museum will not bear responsibility for travel expenses or any costs which the school/client might have incurred.

Rescheduling

- No rescheduling will be allowed for any confirmed bookings.

Punctuality

- Schools/clients are advised to arrive at least **15 minutes** prior to pre-booked timing/time slot.
- Schools/clients are advised to leave the museum premises at the end of booking/reservation slots and re-entry is strictly prohibited so as to allow the other groups and families enjoy the spaces.
- Should schools/clients be late by **30 minutes**, entry to *Children's Season* will only be allowed on first-come-first-served basis.
- No extension of time will be allowed to compensate for the later start time.

Museum Etiquette

- Teachers should ensure that students follow basic museum etiquette and refrain from rowdy behaviour, so that the Museum can also be enjoyed by other visitors. Students should also not be allowed to roam or run around the Museum without any adult supervision.

By signing this booking form, I accept and agree to all terms and conditions stated above.

Signature: _____

Date: _____

School Stamp: _____