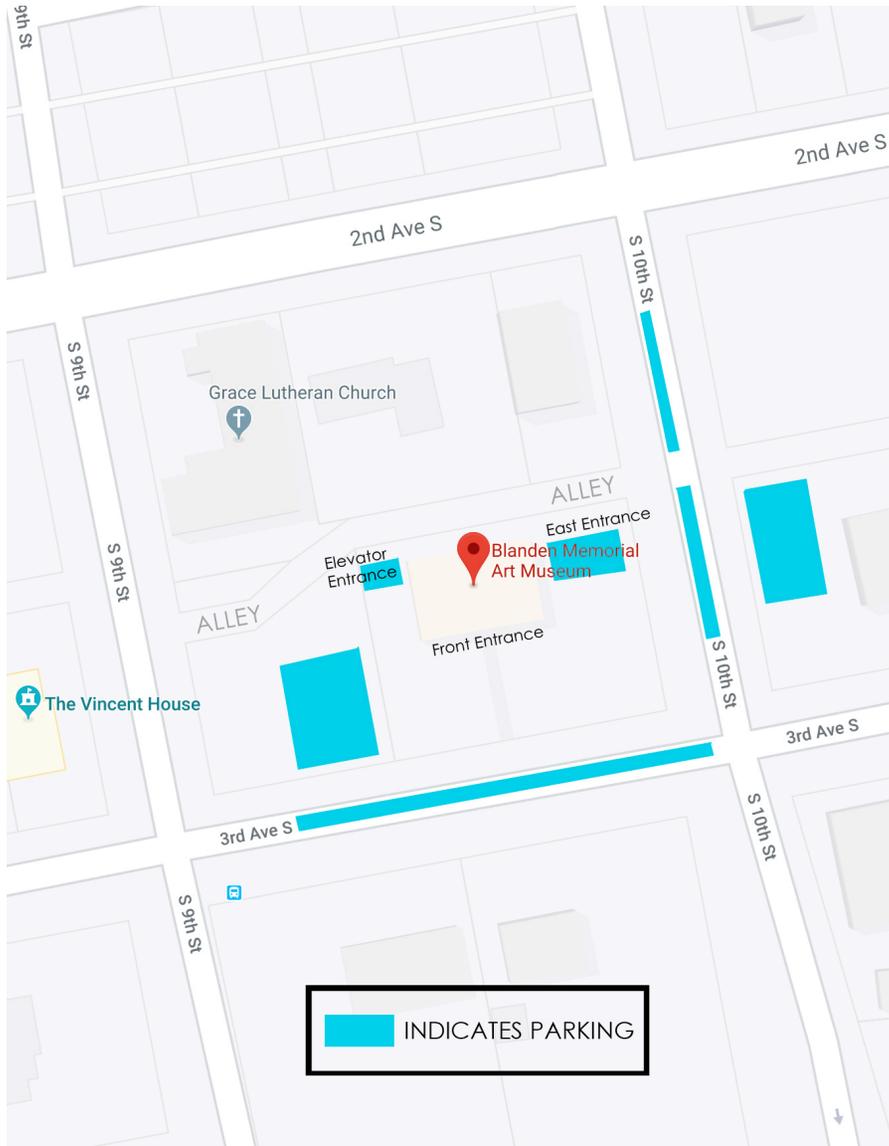


## Tours: Guidelines & Responsibilities



### BEFORE YOUR VISIT

- Review your reservation to check date, time, and number of participants. Questions? Call 515-573-2316 or email [blandenmemorial@gmail.com](mailto:blandenmemorial@gmail.com)
- Visit schedule and exhibits on display found at [www.blanden.org/exhibits](http://www.blanden.org/exhibits)
- Divide groups into manageable sizes if instructed to ahead of time, 8-15 participants per group.

### THE DAY OF YOUR VISIT

- Buses and vehicles may unload at the Front, East, or Elevator Entrances.
- Parking spaces are available near the east entrance of the museum; street parking on South 10th Street and South 3rd Avenue; A public parking lot is located at 2nd Avenue South and South 10th Street.
- Two handicapped parking spaces are located on the west side of the museum, accessible by the alley running east-west from South 10th Street to South 9th Street. The west entrance door goes directly to an elevator; press the up button to go to the 1st floor. Handicapped restrooms are also on the 1st floor.
- There is a coat rack available at the East Entrance. Do not bring food, drinks, baby back carriers, umbrellas, and backpacks into the museum galleries. Food and drinks must be discarded before entering a gallery. Umbrellas and backpacks must be hung on hangers or stored on the shelf above the coatrack in the East Entrance. Baby strollers and chest-carried baby packs are permitted in the museum galleries.

## *Museum Manners*

Adults, please share guidelines with participants before visiting the galleries so everyone can understand the importance of protecting the art in the museum.



### **Keep an Arm's Length from the Artwork**

Your touch may not seem like much, but even the slightest contact can damage artwork. Practice “Museum Hands” — hands together behind your back — if you’re having a hard time not touching works of art. Hands can also be placed in their pockets or at their sides.



### **Museum Voices**

Use quiet, inside voices while walking through the museum galleries. Being at the museum and seeing works of art can be an exciting experience. Remind your students not to let their excitement infringe on other visitor’s museum experiences. Use your polite “inside voices.”



### **Pencils Only Please**

If an accident should occur, a pencil mark is easier to remove than a pen mark. Be careful not to point with your pencil; this also can endanger the works of art.



### **Avoid Leaning on Walls or Display Cases**

This helps keep works of art hung on the walls or displayed in cases safe. During the visit, we will sit on the floor or on benches to rest and focus on the artwork.



### **Move Slowly with the Group**

Appropriate museum behavior is necessary to avoid accidentally bumping into and damaging works of art. Talking with classmates and teachers about the art that they see is a great way to learn more about it. This is done easily if students stay together and with an adult at all times.



### **No Food, Drinks, or Chewing Gum**

The art in the museum will provide plenty of food for thought as well as a feast for the eyes!