

Ipswich ART Gallery BOOKING FORM

ENTRANCE POST TELEPHONE / FAX EMAIL WEBSITE	Nicholas Street Ipswich CBD (between Brisbane & Limestone Sts) PO Box 191 Ipswich Queensland 4305 07 3810 7222 / Fax 07 3812 0428 info@ipswichartgallery.qld.gov.au www.ipswichartgallery.qld.gov.au
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SCHOOL			
CONTACT TEACHER			
EMAIL			
POSTAL ADDRESS			
PHONE		MOBILE (required)	

PROGRAM	STICKS, STONES, BROKEN BONES			
PREFERRED DATE	1 st Preference		2 nd Preference	
PREFERRED TIME	1 st Preference		2 nd Preference	
NUMBER OF STUDENTS \$7 each per student *				
NUMBER OF TEACHERS/ ACCOMPANYING ADULTS				
YEAR LEVEL/AGE				

Do any of your students have special needs? Please specify.
Are any members of the group ESL?
Do you require information about visiting other venues within the Ipswich region today?

Cancellation Policy: The Gallery must be notified of a cancellation no less than 7 days prior to excursion date. Conditions of Visit: <ul style="list-style-type: none"> Ipswich Art Gallery cannot guarantee that the preferred days or times will be available. We will confirm with you. Preferred student to teacher/adult ratios: 5 : 1 (Kindergarten –Year 3) 10 : 1 (Year 4 – 7) 15 : 1 (Year 8 – 12) NB FREE ENTRY for accompanying teachers/ adults up to 1 adult for 5 students allowed for ALL year levels. <ul style="list-style-type: none"> No bags, drinks, food or flash cameras allowed in the performance space. Cloaking facilities are available. An invoice will be issued by Ipswich City Council based on your booking numbers above. Bookings will be confirmed upon receipt of payment. No refunds available. Please contact the Gallery to discuss alternate payment options. NB The Gallery will contact you to organise any further details and confirm your booking.
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RETURN COMPLETED FORM TO:		
FAX 3812 0428	EMAIL info@ipswichartgallery.qld.gov.au	PHONE 07 3810 7222

COLLECTION NOTICE: Ipswich Art Gallery, Ipswich City Council is collecting your personal information so that we can assist you with your enquiry. We will not disclose your personal information outside of Council unless we are required by law or you have given your consent. By completing and signing this form and returning it to Council, we will consider that you have given us your consent to manage your personal information in the manner described in Council's Privacy Statement, Personal Information Digest and this collection notice. For more on Council's Privacy Policy go to <http://ipswichartgallery.qld.gov.au/privacy-policy>