

**FREE MUSEUM INDUCTION FOR SCHOOLS
 AT THE MUSEUM OF WIGAN LIFE | BOOKING FORM**

Please check availability and make a provisional booking *before* completing this form

Teacher in charge	
Name of School	
Address	
Postcode	
Telephone/Fax/Email	
Date of museum induction	
Museum induction start time	
Number of students (Maximum 35 students per workshop)	
Age / Key Stage	
Curriculum area	
Additional information (i.e. special needs, foreign language, disabilities)	
How did you hear about the museum?	

WORKSHOP INFORMATION

Name of Workshop / Session requested	
Will you be using the Museum Gift Shop	YES NO

DECLARATION I have read and understood the conditions of booking	Booking Reference (official use only)
Signed:	Date:

CONDITIONS OF BOOKING

1. Confirmation of Booking – Please fill in and return the booking form to the Museum of Wigan Life to confirm your booking. Your visit is not booked until the form is received.
2. To change the date of your visit – A minimum of 7 days notice is required to reschedule your booking for a later date. Your numbers and type of booking need to remain the same.
3. To cancel your visit – Please allow 7 days notice if you need to cancel your visit.