

Alf Museum of Paleontology Group Tour Guidelines

Thank you for your interest in booking a field trip to the Raymond M. Alf Museum of Paleontology at The Webb Schools. We strive to provide an engaging and educational experience for students at our museum. To ensure the best experience possible, please review the following information before submitting the online reservation form. All field trips reservations must be completed at least **TWO WEEKS** prior to the requested date. Group tours are reserved **ONLINE ONLY** and cannot be reserved via phone.

Tours Manager contact:

Monique Reyes, Phone: (909) 482-5229 | Email: mreyes@alfmuseum.org

Group visits are subject to availability and are on a first-come, first-serve basis. **The museum can accommodate up to 2 tours per day.**

Information:

- The Alf Museum is open to the public, but The Webb Schools is a private, residential high school. Walking around the campus is **STRICTLY PROHIBITED**.
- No food or drinks except bottled water are allowed in the museum (exception: medical).
- There are no dining facilities and picnicking is **NOT ALLOWED** on campus. A map of local parks will be included in your packet.

Admission: \$175.00 per group* (check or cash only)

- A tour can accommodate up to 30 participants, 1 teacher, and 3 chaperones
- All additional persons will be required to pay admission (\$12) upon arrival. No siblings.
- Exceptions will be made for chaperones for students with special needs.
- *Title 1 School discounts available. Please contact our Tours Manager for more information.

Hours: Check-in begins at 9:15 AM, begin at 9:30 AM, and run for approximately 2 hours. If you require a later start time due to travel distance or a shorter tour time, please contact our Tours Manager.

Parking: Museum visitors entering The Webb Schools campus will be directed by security staff at the main entrance. Please be sure to enter through West Baseline Road. There is no museum access on Webb Canyon Road! Please be aware that buses will be directed to a separate parking area and drivers should be aware of when they should return to pick-up students. A campus map will be provided in your packet.

Check-in: An Alf Museum staff member will meet your group outside at the parking/drop-off area and lead you to the museum entrance. Please have your invoice and payment ready for processing. A final count of your group will be verified before beginning the tour. All additional persons must pay the admission fee at this time.