



METROPOLITAN MUSEUM OF MANILA

Bangko Sentral ng Pilipinas Complex, Roxas Blvd, Manila
www.metmuseum.ph Email: info@metmuseum.ph

RESERVATION FORM

_____ **Date**

School/Institution group: _____

Address: _____

Tour Operator: _____

Name of Tour Coordinator: _____

Contact Nos. Mobile: _____ Tel.Fax No. _____

Date/s of tour: _____

Time of Tour: _____

No. of persons: _____

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1. The Museum is open from Mondays to Saturdays from 9:00 to 6:00pm except on Sundays and holidays. Admission fees for adult, students, foreign guests is P100; Senior citizen/Persons with disabilities P80.00.
 2. Coordinators are requested to call the Marketing office (telefax: 5230613) for any concerns. **10% discount on entrance fee** and **complimentary guided tour** will be given for groups of 50 or more. You are requested to **observe PUNCTUALITY** to avoid overlapping of schedules.
 3. Ocular visit is advised. Entrance fee is waived up to 3 persons.
 4. **Booking reservation is required. For every 100 persons = P1,000**
Free of charge for teachers with valid ID. For every 10 students = 1 teacher
Amount can be deposited to the museum bank account (Metropolitan Museum of Manila - PNB Central bank Service Unit- No. 224-830025-9) or pay directly at the Museum Accounting Office. Please send via fax the bank deposit slip. Full payment should be made upon entry.
 5. Cancellation of tour shall be made a week prior to the scheduled date. Otherwise, booking reservations will be forfeited.
 6. Visitors are required to come in proper attire and must have been informed of the house rules before entering the Museum premises.
 7. **HOUSE RULES (*For strict compliance*)**
 - Bags, cameras, mobile phones w/ camera are not allowed in the museum. These items may be left in the respective buses. Otherwise, these shall be deposited at the baggage counter or entrusted to the group coordinator.
 - Touching of artworks on display is strictly prohibited unless the group is within the Museum's interactive stations.
 - Smoking, eating and drinking inside the Museum are not allowed. Controlled noise level is highly requested.
 - Tour coordinators are responsible for the behavior of the group. Students should stay with their group until the end of the tour.
 - Anybody caught violating the abovementioned rules is subject to appropriate disciplinary actions or will be asked to leave the museum premises with the entire group.

Kindly affix your signature below to signify your conformity with the terms and conditions specified above.

Conforme: _____ Booked by: _____

Tour coordinator

Marketing office

MET's COPY / TOUR Coordinator's COPY