



September 2007

Dear Visiting Guest(s):

We are pleased by your decision to visit the Institute of American Indian Arts (IAIA) Museum. Enclosed are the tour policies and code of conduct for the IAIA Museum. Please share these important procedures with all visiting guests to ensure a safe, pleasant and engaging experience at our Museum.

We appreciate your prompt notice of any cancellations or scheduling changes.

When you arrive, please check in at the front admissions desk. There will be a Museum Staff member, if I am not available, to greet your group; this includes all scheduled self-guided visits.

We look forward to seeing you!

All My Best,
Tatiana Lomahaftewa-Singer
Associate Curator

INSTITUTE OF AMERICAN INDIAN ARTS MUSEUM

505.983.8900 • 108 Cathedral Place • Santa Fe, NM 87501 • FAX 505.983.1222 • www.iaia.edu

Institute of American Indian Arts Museum
108 Cathedral Place
Santa Fe, NM 87501

Tour Policies & Code of Conduct

To Book Museum Tours, Contact:

Tatiana Lomahaftewa-Singer, Associate Curator
(505) 983-8900 ext. 131
tslock@iaia.edu

Admission & Group Rates

Students (K-12)	Free
Adults	\$5.00 per person*
Elders	\$2.50 person
Adults (groups of 15 or more)	\$2.50 per person

**Admission fee for teacher/supervisors is waived for school tours that are booked through the Associate Curator.*

Policies

- All tours and visits must be booked with Associate Curator at least two weeks in advance.
- Museum can accommodate groups no larger than sixty people at one time. Larger groups are asked to rotate visitation hours.
- Every 5 children (12th grade and under) must have one adult chaperone who will stay with group at all times.
- All groups must enter through the Museum Front Entrance and check in at the Admissions desk.
- Backpacks and bulky jackets must be checked in at Admissions desk.
- FOOD, DRINKS (INCLUDING WATER BOTTLES) CANDY OR CHEWING GUM need to be deposited in the trash receptacles located in the front entrance before entering the museum galleries.
- No photography of any type is allowed in the galleries.
- Please notify us immediately of any cancellations or scheduling changes.

Code of Conduct

- Walk through with group leader, no running.
- Leader must stay with group at all times.
- Paintings, sculpture or glass showcases should be viewed no closer than 18 inches.
- PLEASE DO NOT TOUCH ART OBJECTS.
- Only pencil and paper (notepads are acceptable) are allowed in galleries for sketching, activities etc.