Dear Parent/Guardian,

Your child’s group leader has scheduled a time to visit Baylor University’s Mayborn Museum Complex. To enhance your experience, we would like to share information with you before your arrival.

**LOCATION:** The Mayborn Museum is located at 1300 S. University Parks Drive Waco, Texas 76706.

**PARKING:** Parking for parents is available in the Mayborn parking lot. Buses will park in our designated bus parking area or the Ferrell Center.

**GREETING:** When a group arrives, they will remain on their buses until the group leader has paid and the groups have received their greeting information handout.

**Entering:** All groups will enter through the doors at the front of the building.

**Chaperones:** Parents, who are designated by the group leaders as chaperones, will need to meet their group leader at the buses to receive chaperone stickers.

**Admission:** Groups with a 24 hour advanced reservation will receive $1 off admission per person. Parents and guardians must pay at the same time as their group leader to receive the discount. Late parents will pay the full admission price.

**LUNCHES:** The picnic tables located outside are available free of charge. In case of inclement weather or extreme temperatures, your child’s teacher will make arrangements for lunch off-site.

**SAFETY:** It is your responsibility to maintain the good behavior and safety of the children in your group.

**TIME:** Please contact your child’s teacher to learn the group’s departure time and lunch plans.