



Program Procedures and Fees

1. Scheduling a program

Sherburne History Center requests at least two weeks notice before any on-site or off-site program. Less than two weeks notice greatly reduces the possibility that staff will be free to fulfill the request.

2. Rental of education collection trunks

\$25 for renting the trunk; we do not make a practice of waiving the fee.

3. In-school/off-site programs

Currently \$25 for a half day and \$50 for a full day through the 2008-2009 school year.

4. On-site field trips and tours:

- a. \$1.75 per child for large school tours, starting in the 2009-2010 school year. (Cost will remain at \$1.50 per child for remainder of 2008-2009 school year.) If a group cancels the day before or the day of the scheduled tour, a cancellation fee equal to half of what the group would have paid for the field trip will be charged. If there is a question about weather related problems, schools should call the History Center.
- b. \$2.25 per adult for large adult bus tours, effective immediately. This usually includes a 1-1½ hour guided tour of the gallery and the trail.
- c. \$25 minimum charge for groups (children or adults) up to a maximum size of 20 for the first hour; \$15 for each additional hour. A one-hour tour usually includes 30 minutes in the exhibit gallery and 30 minutes either on the trail or doing hands-on activities.

5. Programs we do without a charge

We do not charge for in-school or on-site programs if we are official partners in the program or activity.

6. Charges for adult programs

The following charges will apply for public programs provided by Sherburne History Center staff off site.

- i. Minimum of \$25 for a 1-hour program
- ii. Minimum of \$50 for a half-day program
- iii. Minimum of \$100 for a full day program