Group Tour and Field Trip Reservation Form

Please fill out this form and fax it to 217.732.2815
Or mail to: Lincoln Heritage Museum
300 Keokuk Street  Lincoln, IL 62656

When would you like to visit the Museum? ________________ (Month) ___________ (Day) ___________ (Year)

What time would you arrive at the Museum? ________________ Departure time? ________________

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Adult group rate: 15 or more—$3.00/participant. Less than 15—$5.00/participant.
School group rate: $3.00/participant. Additional donations accepted. Payment is due at the
time of the tour, unless other prior arrangements are made.

Which of the special offerings would you like for your visit?** (check all that apply)

☐ Overview of the Lincoln Heritage Museum and its collection
☐ Up close view of artifacts
☐ Story book time (for younger children)
☐ 19th century children’s games demonstration (weather permitting)
☐ Living history interpretive presentation

How many people are coming?

☐ Adults (non-seniors)
☐ Seniors
☐ Middle & High School (ages 12-17)
☐ Elementary (ages 7-11)
☐ Preschool (ages 6 and under)

☐ TOTAL

Which type of upstairs experience do you request? (check one). (Please see other side for further explanation of tour offerings).

☐ Upstairs gallery experience option #1
☐ Upstairs gallery experience option #2
☐ Upstairs gallery experience option #3  Recommended for large tours.

**Note: The Lincoln Heritage Museum offers a variety of activities for our visitors and guests, and we wish to accommodate your needs on your visit. However, please be aware that staff limitations, other tours scheduled, item conservation issues, or any other unforeseen reasons might preclude us from offering your selected activities.
Tour Information

Upstairs gallery option 1—immersive A/V experience:
Through audio-video presentations, object reproductions, attractive graphics, and realistic 19th-century room recreations, the visitor is drawn into Lincoln’s life through a “life review” of his experiences and memories. The visitor is encouraged to touch objects as they light up to view video and still images and hear voices from the past narrate the scenes using authentic first-person accounts. The tour is self-guided and lasts approximately one hour and 15 minutes. Tours begin every half-hour, with a maximum of 12 individuals to each tour. Due to the length and content of this tour, it is recommended for smaller groups, and for junior high-level learners and above. Some tour elements, including the low lighting and the boarding house exhibit depicting Lincoln’s death, may not be suitable for younger children.

Upstairs gallery option 2—longer immersive A/V experience:
This tour provides the same experience as the option 1 tour, and includes an additional 15 minutes of A/V content on the Civil War. This tour is self-guided and lasts just under one hour and 30 minutes. Tours begin every half-hour, with a maximum of 12 individuals to each tour. Because of the significant amount of content, this tour option is recommended for adults who have a high level of interest in Abraham Lincoln’s Civil War policy.

Upstairs gallery option 3—walk-through experience:
Through object reproductions, attractive graphics, realistic 19th-century room recreations, and special lighting, the visitor walks through the many periods in Lincoln’s life and is drawn into Lincoln’s memories. Visitors will see images and items that Lincoln saw, and walk through rooms similar to those Lincoln spent time in. This tour does not include audio-video presentations. When available or if scheduled in advance, a museum docent may accompany visitors on the tour to provide additional background information and explain the historical context of the displays. It takes about 30 minutes. If self-guided, visitors walk through the exhibit at their own pace. On occasion, living history performers may be present to provide first-person historical interpretations. This tour option is recommended for tour groups larger than 30 participants. It is suitable for all ages.

**Note that when visitors arrive, the upstairs tour and time options may depend upon the tour(s) already in progress. Visitors are strongly encouraged to contact the museum staff in advance to schedule one of the specific tours. Tour groups of more than 10 people are strongly urged to schedule in advance. Museum entrance fees are the same regardless of which upstairs tour option is selected.

Photo Release:
For teachers of school groups or for group leaders: Lincoln Heritage Museum often takes photographs and video footage of our visitors and guests for promotional purposes. I grant the Museum that allowance, and permission to use my likeness and that of my group and/or students/children and/or family through photographs or video in its publication and website without payment, credit or other considerations. By granting this permission to the Museum, I attest that there are no restrictions (e.g., DCFS restrictions) that apply. No names of any minors will be recorded without expressed permission. If there are any students who are not to be photographed, I will inform museum staff at the time of the visit, and the Museum will make every attempt to not include in any video or photographs those students or individuals who have expressed that wish.

Group Leader Signature: ________________________________