



The Official Transportation Museum for the Commonwealth of Virginia

GROUP RESERVATION FORM

Please Complete And Return This Form To:

Virginia Museum of Transportation, Inc. 303 Norfolk Ave. Roanoke, VA 24016

Name:

Group:

Address:

City, State, Zip:

Phone:

Email:

Preferred Date and Time:

_____ Guided Tour (if available) _____ Self- led Tour

- **Full payment is due upon arrival at the museum.** All deposits and payments must be made by Visa/MasterCard, cash (in-person), check or organizational check and accompanied by a completed copy of this form.
- Remember that part of our museum is outside, so dress appropriately for the weather.
- Plan to arrive 10 minutes before the start of your tour to check-in at our admissions desk, unload buses, and make any restroom visits.
- Note to bus drivers: parking against the front of our building is easy and free. Parking in the lot across from our building is by prearrangement only, and vehicles can be towed from that lot as it is not part of the Museum free parking!
- Should you need to re-schedule or cancel your visit **for any reason, including inclement weather, please contact the Museum immediately** so we can adjust the schedule to minimize the impact for our other visitors and notify your facilitator.

Activity	Fee	x number of participants	= \$
Adults	\$6.00* per person		
Senior Citizens (60+)	\$5.00* per person		
Children (3-11)	\$4.00* per person		
Subtotal			= \$
City Admissions Tax	5.5% per ticket		
Minus deposit			- \$
Total Due			= \$

* Does not include Roanoke Admissions Tax of 5.5%

For Questions: Call the Virginia Museum of Transportation at 540-342-5670. Fax: 342-6898