Calculating Costs for a Gallery Tour

New Hampshire Historical Society Museum

The charge for a guided museum lesson is $3.50 per person with a minimum charge of $40.00. We grant one complimentary non-student admission over all plus an additional complimentary non-student admission for each smaller group into which we divide students for touring the galleries.
(*Our confirmation letter and our reservation update indicate the number of small groups we have assigned and the number of free adult admissions you have been allotted.*)

A. **Total No. of Non-Students:** _____

B. **No. of Free Non-Student Admissions:** _____
(See our Confirmation or Reservation Update)

C. **A – B = No. of Paying Non-Students:** _____

D. **Total No. of Students:** _____

E. **C + D (No. of Paying Admissions):** _____

Cost $40.00 or E x $3.50 (whichever is greater): _____

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Other Charges (e.g., Additional Programs): _____

Grand Total: _____

Note:

- Charges are based on the *actual* number of participants present the day of your visit. We need to know the *total* number of non-student participants and the *total* number of student participants separately. (As a non-profit organization dependent on the generosity of many donors, the New Hampshire Historical Society must keep statistical records of the services we provide.)
- We will generate an invoice, payable within thirty days, from the information you give us. If you plan to pay the day of your visit, bring a blank check if possible so that we may adjust figures as necessary. You will, of course, always get a receipt for your payment. We do not offer refunds for overpayment, but if a group's pre-written check reflects payment for students absent on the day of the field trip, we will gladly provide free museum passes for the absentees.
- If you are paying the day of your visit, please handle the payment for your entire group—adults as well as students. Taking time for each adult to pay individually at the museum is time-consuming, and the time consumed is *yours*.