



DESIGN EXCHANGE TOUR BOOKING FORM

Attention: Debbie Bunze

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Group Information:

Organization: _____

Name of contact: _____ Email: _____

Address: _____

Telephone: _____ Fax: _____

Tour Details:

Requested visit date, 1st choice: _____ 2nd choice: _____

Requested time, 1st choice: _____ 2nd choice: _____

Number of attendees: _____

- Type of visit (please check one):
- Adult building tour - \$5 per person
 - Seniors building tour - \$4 per person
 - Financial District Walking Tour - \$10 per person

N.B. The historic Trading Floor is often rented out for public events and may not be available at the time of your tour.

Payment information:

Number of attendees: _____ X visit rate _____ = _____

Payment may be made on the day of the tour; however, there is a 24-hour cancellation policy. We require a credit card number as a security deposit only. Cancellations must be made 24 hours prior to arrival or a fee of half the group cost will be charged to the credit card.

Type of credit card (please underline one): VISA MasterCard American Express

Credit card number: _____ Expiry date: _____

Name of cardholder: _____

Signature of Contact

Date