



# GROUP BOOKING REQUEST

GROUP SALES RESERVATIONS DEPARTMENT

234 West 42nd Street, New York, NY 10036

PHONE: 866.923.9569 FAX: 202.942.7319

**Customer Information:**

Order Date: \_\_\_\_\_ Company Name: \_\_\_\_\_  
 Group Name: \_\_\_\_\_  
 Contact Person: \_\_\_\_\_ Address: \_\_\_\_\_  
 Telephone: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Fax: \_\_\_\_\_ Email: \_\_\_\_\_  
 Notes: \_\_\_\_\_

**GROUP TICKET TYPE INFORMATION**

Visit Date	Time	Total # Tickets

	#of Tickets
<b>Children</b>	
<b>Adults</b>	
<b>Seniors</b>	
<b>Students</b> <small>School Groups from grades K- 12</small>	
<b>TOTAL</b>	

**Educational Seminar?** YES or NO  
*\*Additional Fee Applies, please call Group Sales for availability.*  
**If YES, please choose one:**  
 BEHIND THE SCENES or BUSINESS/MARKETING  
*(Based on Availability)*

Extras	How many?
Presidential Photos	
Wax Hands	
Scavenger Hunts	
Souvenir Guidebooks	

**ADDITIONAL INFORMATION**

How did you hear about Madame Tussauds? \_\_\_\_\_

Are you coming in to see a specific exhibit? YES or NO

If Yes, which one? \_\_\_\_\_

**GROUP POLICIES**

- For School Group: One adult chaperone is required for every Ten students.
- Payments must be received Three weeks prior to visit date.
- All changes to your reservation must be submitted in writing before making full payment.
- There are **NO Refunds** on Deposits or Full Payments.
- Cancelled or No Shows on paid groups may reschedule up to One year from the originally visit date.
- No Show tickets will be returned in the form of open tickets good through December 31st of the current year. Please note open tickets are only issued on the date of the group visit.

**PAYMENT INFORMATION – PLEASE CHECK ONE**

Check

Credit Card (American Express, MasterCard, Visa & Discover)