

GROUP TOUR POLICIES



Frank Lloyd Wright
Home and Studio
951 Chicago Ave, Oak Park, IL



Frederick C. Robie House
5757 S. Woodlawn Ave,
Chicago, IL



Rookery Light Court
209 S. LaSalle St, Chicago, IL



Unity Temple
875 Lake St, Oak Park, IL



Emil Bach House
7415 N. Sheridan Rd, Chicago, IL

Group tours and program bookings: 312.994.4041 or tours@flwright.org

General Policies

- Groups of 10 or more visitors must make advance arrangements with the Group Tour Manager.
- We encourage booking at least 60 days in advance of the desired tour date.
- Length of visit varies according to group size and selected tour.
- Deposits are non-refundable.
- Tours are considered confirmed upon receipt of deposit and signed Tour Agreement.
- Final participant count and full payment are due 7 days prior to tour.
- Payment in full due at time of booking for tours booked fewer than 14 days in advance.
- Failure to provide final count and payment 7 days prior to tour may result in cancellation of tour.
- Tours are given in English by trained Trust guides.
- Groups must arrive no later than 15 minutes prior to contracted tour time.
- Cameras, large bags and parcels, backpacks, strollers, food, drinks and chewing gum are prohibited in the museums.
- Museums are not handicapped accessible. Wheelchairs have limited access. Walkers are permitted.

Deposit and Payment Policies

Deposit

- \$50 for groups of 20 participants or fewer.
- \$100 for groups of 21-50 participants.
- \$200 for groups larger than 50 participants.
- Deposits due 60 days prior to tour.

Final Payment

- Due 7 days prior to contracted tour date in full.
- Total charges for tours are based on final participant count.
- Final payment reflects total charges for final participant count less deposit received.
- Payments may be made by credit card or check. We are unable to accept cash.

Credit Cards Accepted: Visa, MasterCard, American Express, Discover/Novus.

Motor Coach Policies

Drop-off

- Home and Studio: south side of Chicago Avenue in front of house #931, directly east of the museum.
- Robie House: on the north side of 58th Street, east of Woodlawn Avenue
- Rookery: East side of S. LaSalle Street.
- Bach House: East side of N. Sheridan Road.
- Motor coaches will be greeted by a Frank Lloyd Wright Trust representative.

Valid through December 2018

Group tour/program descriptions and rates at flwright.org.

 **Frank Lloyd Wright Trust**