

A photograph of the Art Center Waco building, featuring a facade of vertical metal slats. The words "ART CENTER WACO" are visible on the building. The sky is blue with some clouds.

GROUP VISITS TO ART CENTER WACO

THANK YOU FOR BRINGING YOUR GROUP TO ART CENTER WACO

Here at Art Center Waco we believe art is for all, and we are so glad to have your group visit us!

Art Center Waco is a non-profit that for the last 50 years has served as a creative force in the community for teaching, displaying, promoting and preserving vital, diverse visual arts that enrich and inspire us all.

We hope that your visit with us is memorable, and that you get to experience the wonderful world of art as your group learns and creates. In the pages that follow, you will find some helpful information to make your visit a success.

THANK YOU, AND WE LOOK FORWARD TO YOUR VISIT!

A photograph of the Art Center Waco building, featuring a modern facade with vertical slats and large glass windows. The words "ART CENTER WACO" are visible on the building. A yellow banner is overlaid on the top right of the image.

HELPFUL INFORMATION

1 When Can I Visit?

Currently we offer group visits on Monday and Wednesday mornings (9 a.m. -12 p.m.), and Tuesday and Thursday afternoons (1 p.m.-4 p.m.).

We are able to accommodate groups of up to 60 students.

Please check our exhibition dates for a possible time slot to plan your visit. Art Center Waco is closed for 2 weeks between exhibits for tear down and set up of the new exhibition. Unfortunately, visits are not available during this set up time.

2 What Does a Visit Include?

A visit to Art Center Waco can include a guided tour of the exhibition, and a hands-on art activity. The tour and activity will take approximately 2 hours to complete. A visit and tour of Art Center Waco is free of charge.

Where the visit includes a guided art activity, the cost is:

\$3 per participant (adult or child) where the group is over 20 participants.

\$5 per participant where the group is under 20 participants.

3 How Do I Pay?

Payment in full is due upon the formal booking of the visit. You will be emailed an invoice. Your booking will be provisional until Art Center Waco has received payment in full.

Until 2 weeks before the date of your visit, you may cancel and receive the full payment back.

If cancelling less than 2 weeks in advance, 50% of your payment is refundable.

4 Where Can My Group Eat Lunch?

Students are welcome to bring lunch to eat here at the Art Center.

We have a patio space outside (weather permitting) or an indoor floor space students can sit on for lunch. Ice chests and lunchboxes can be stored by the backdoor in the Hulse Gallery if needed.

We only ask that your group cleans up all trash, and leaves the area clean upon leaving.



MORE HELPFUL INFORMATION

5 What Happens When My Group Arrives?

1. Your bus will enter from 9th street behind the Art Center, and can park there in the lot behind the Art Center.
2. The main group leader will check in through the back doors of the Art Center with a staff member. Any extra members added to your group that were not included in the invoice will need to be paid for at this time.
3. Once your main group leader returns, students will exit the bus and gather in groups of 10 with their adult group leader.
4. Groups will enter the Art Center through the back doors and gather in the Hulse Gallery for further instructions from staff.

6 How Many Group Leaders Do I Need?

Elementary groups are required to have one adult group leader (18 years and up) per 10 students. Secondary groups are required to have at least one adult per 15 students.

What are Group Leader Responsibilities?

Adult group leaders must stay with your students throughout your visit. Count them periodically. Take bathroom breaks as needed. It's your responsibility to maintain good behavior and safety of the students in your group. Because this is a gallery with fragile and costly pieces, students are expected to walk and to look with their eyes and not their hands. Adult group leaders should GET INVOLVED in the tour and art activities. Encourage the students in your group to think about what they're seeing and doing. Try asking your group some open-ended questions such as: What do you think about the exhibit? What does this remind you of? Etc.



*Back Entrance into the Hulse Gallery off of 9th Street

STAY CONNECTED

For Future Events and Exhibits

254.752.4371 | artcenterwaco.org | 701 S. 8th Street

