

Important Information for groups - Museum of TTU

Visitors to the Museum: Check in at the kiosk on the north main entrance. Please note that no food or drinks, backpacks, large purses, satchels, briefcases, luggage, umbrellas, firearms or pets are allowed into the gallery areas. Flash photography is not allowed. Please dispose of gum before entering the museum. Secured personal lockers (15) are available (requires 25¢ & refunded to you), size 11x15x16 inches. Please leave baggage larger than this in your vehicle or be prepared to deposit with Security for the duration of your visit.

Exhibits at the Museum change on a regular basis. While we are sensitive to the feelings of our visitors, please be aware that some material may be considered unsuitable for some age groups. Teachers are invited to visit the museum prior to your group visit.

In case of emergency please find a staff person wearing a red coat and badge.

Restrooms: On the main floor, a small public bathroom is located at the main north entrance near the stairwell with larger public restroom facilities located in the southwest corner of the Helen DeVitt Jones Sculpture Court area of the Museum. Any staff member can direct you to the larger facilities.

Food and Drink: We do not have facilities for eating lunch or snacks and no food or drink is allowed in the galleries or Moody Planetarium. We have **FIRE ANTS** on the museum property and strongly recommend that no food or snacks be eaten in the area.

Planetarium shows: Because we often have more than one school show each day we ask your help in keeping us on schedule. Please arrive 15 minutes before your show's scheduled time and be aware that groups 15 minutes late are subject to cancellation. If your group is running late or has to cancel please notify us as soon as possible as we depend on our volunteers to run the school shows. Seating capacity is 70 plus two wheelchair slots (maximum of 64 students). Education Division personnel will collect fees. We accept checks. Please designate one person from your group to handle check-in and fees. The planetarium school show is \$1 a person for everyone over the age of two. This includes teachers, aides, family members, etc. as well as students.

A note about light: When in the planetarium turn off phones and pagers and put them away. Phones opened during a show put out enough light to prevent all from enjoying the show. The shows last 30-45 minutes. Children's shoes which light also fall into this category.

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Traveling Trunks: Please check the contents of the trunk after you receive them and before returning the trunk to the museum. If anything is missing indicate so on the inventory sheet. Place the signed inventory sheet in the trunk and return to the museum. If you have suggestions for additional trunks please let us know.

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Evaluations: Return evaluations or comments to the attention of the Education Division.

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Museum hours:

Tues - Sat	10 AM - 5 PM
Sunday	1 - 5 PM
Monday	Closed

Museum physical address:

3301 - 4th Street, Lubbock

Museum mailing address:

Museum of Texas Tech University
Box 43191
Lubbock, TX 79409-3191

Museum bus parking:

Buses may enter the Museum parking lot from 4th Street and drop off students at the north main entrance. Buses must park in the north parking lot close to 4th Street.

Museum communications:

Tour Scheduling: (806) 742-2456
Fax: (806) 742-1136
Website: www.museum.ttu.edu

Education Office: (806) 742-2432
Email: museum.education@ttu.edu