



**Children's  
Museum  
of Houston**

**S.E.C.R.E.T Agent Group Reservation Form  
Recommended for children 8 and older  
THIS IS NOT A CONFIRMATION LETTER**

**STEP 1: Provide Group Information**

Group Name \_\_\_\_\_ Number in Group \_\_\_\_\_

E-Mail \_\_\_\_\_

Mailing Address \_\_\_\_\_ City/State/Zip \_\_\_\_\_

Contact Person \_\_\_\_\_ Telephone \_\_\_\_\_ Cell \_\_\_\_\_ Fax \_\_\_\_\_

**STEP 2: Select option, date, arrival time and lunch time when dining onsite:**

*Please select 2 dates in order of preference. Your 1<sup>st</sup> choice may not be available so please give an alternative arrival date.*

<b>Date of Arrival</b>	<b>Time of Arrival</b>			
1 <sup>st</sup> Choice: _____	<input type="checkbox"/> 10:00 a.m.	<input type="checkbox"/> 11:30 a.m.	<input type="checkbox"/> 1:00 pm	<input type="checkbox"/> 2:30 pm
2 <sup>nd</sup> Choice: _____	<input type="checkbox"/> 10:30 a.m.	<input type="checkbox"/> 12:00 p.m.	<input type="checkbox"/> 1:30 pm	<input type="checkbox"/> 3:00 pm
	<input type="checkbox"/> 11:00 a.m.	<input type="checkbox"/> 12:30 pm	<input type="checkbox"/> 2:00 pm	<input type="checkbox"/> 3:30 pm

**STEP 3: Determine Option and Amount Due**

**Pricing Option 1: Includes Mission and Agent Gear for each agent**

	Quantity	Cost	Total
Children playing S.E.C.R.E.T (minimum of 10 required)		\$ 24	
Additional adults or siblings		\$ 9	
Adult Chaperones free (2 per group of 10 required)		FREE	
			Subtotal \$ _____

**Pricing Option 2: Includes One Mission and Agent GearSet for each group of 2-3 children.**

	Quantity	Cost	Total
Agent Groups playing S.E.C.R.E.T		\$ 20	
Agents visiting Museum		\$ 9	
Additional adults or siblings		\$ 9	
Adult Chaperones free (2 per group of 10 required)		FREE	
			Subtotal \$ _____

**Lunch** (must be pre-ordered and paid in full 5 business days in advance). Lunches are non-refundable, unless canceling within 48 hours. If your organization is sales tax exempt, please bring a copy of your certificate.

	Quantity	Cost	Total
Hot Dog, Chips, Juice Box, Fresh Fruit		\$ 5.75	

Lunch Time: Please reserve a time for lunch when ordering from our Fresh Café:

<input type="checkbox"/> 11:00 a.m. – 11:30 a.m.	<input type="checkbox"/> Noon – 12:30 p.m.	<input type="checkbox"/> 1:00 p.m. – 1:30 p.m.
<input type="checkbox"/> 11:30 a.m. – Noon	<input type="checkbox"/> 12:30 p.m. – 1:00 p.m.	

**STEP 4 - Payment options: Major Credit Cards or checks payable the Children's Museum of Houston**

Type of card –  Visa  MasterCard  Discover  AmEx

Name on card \_\_\_\_\_ Card #'s \_\_\_\_\_ Exp date: \_\_\_\_\_

**FAX** completed form to 713.528.0563 **OR Email** completed form to [reservations@cmhouston.org](mailto:reservations@cmhouston.org)

**CANCELLATION POLICY** – If cancellation of a reservation is necessary please contact Group Reservationist.

**QUESTIONS:** Contact Reservations at 713.535.7238 or at [reservations@cmhouston.org](mailto:reservations@cmhouston.org)

**NOTE:** This is only a reservation form. All reservations are confirmed in writing. You will receive an email confirmation once your trip has been booked.

**ID TAGS:** Children should wear ID tags that include the name and telephone number of the sponsoring institution.

**Sick Child Policy:** Our staff carefully monitors the Museum's facilities around the clock. We work hard to ensure children enjoy play time in a safe and clean environment, and in return expect parents to screen their children's health and play responsibly. Parents of potentially sick children will be addressed in a respectful manner.