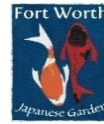




JAPANESE GARDEN DOCENT TOURS

Organized by the Fort Worth Botanical Society



Your reservation will not be official until our office confirms that we have received this form filled-out and signed. At that time you will be sent a confirmation ticket which will act as your proof-of-reservation when you arrive at the garden.

Please return this form at least two weeks before you plan to visit!

Person/Organization requesting tour: _____

Address: _____ **City:** _____ **St:** _____ **Zip:** _____

Phone Number: _____ **E-mail** _____

Contact person the day of the tour: _____

Phone Number: _____ **E-mail** _____

We can schedule tours any day of the week or weekend anytime between 9:00 am and 4:00 pm. Please call our office to check the availability of a specific date and time.

Tour Group Name: _____

Requested Date: _____

Requested Start Time: _____

Total Number of Children (ages 4 - 12): _____

Total Number of Adults: _____

The garden is home to over 1,200 koi. If you would like to feed them, bags of fish food will given to you at the ticket office. **Total Number of Fish Food:** _____

Boxed lunches can be delivered to your group in the Japanese Garden; please see the attached order form if you are interested. **Total Number of Lunches:** _____

Invoice due upon arrival at garden

of Children _____ x \$5.00

of Adults _____ x \$8.00

of Fish Food _____ x \$1.00

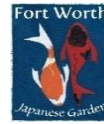
Total: \$ _____

Payment can be made in advance or on the day of the event at the ticket office, whichever is most convenient for your group. We accept cash, credit cards, and checks made payable to the Fort Worth Botanical Society, Inc. If you don't know the exact number of individuals who will arrive with your group, please give your highest estimate and you will be charged only for those who do arrive.



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Please review the following rules and regulations of the Japanese Garden which before signing.

- The garden is a living museum and a place where many come to relax and meditate. Please try not to disrupt the experiences of your fellow guests.
- Stay on the pathways at all times. Stepping on the vegetation will hurt the plants and hinder their growth.
- Please do not touch or grab any birds, fish, or other animals you may see. We want them to feel safe and continue to call the garden their home.
- Please leave all living or dead plants, animals, insects, and rocks where you have found them so that future guests can also enjoy the garden.
- For everyone’s safety we ask that you remain walking while in the garden, especially when on bridges, stepping stones, and wooden walkways which often become slippery when wet.
- Please refrain from throwing anything into the pond (other than the provided fish food).
- The pond is filled with untreated water from the Trinity River and is over 15 feet deep. It is not advisable to drink, swim, or play in the pond.
- If visiting with children we ask that you provide 1 adult for every 10 children. Children and students *must* stay with their chaperones at all times.
- Please do not bring food into the Japanese Garden. Box lunches may be purchased ahead of time through *The Gardens Restaurant* and eaten at the Pavilion in the Japanese Garden.
- If taking photographs please try not to block the pathways. Tripods are not allowed.
- If traveling by bus or large van, ask your driver to drop visitors at the Japanese Garden entrance and then proceed to the main entrance parking lot at the Garden Center. Our security personnel may redirect drivers in which case follow his or her instructions.
- Bring a copy of this letter as well as your Reservation Form when checking-in for tours at the ticket office.
- If you are running late, please call the Ticket Office at (817) 871 – 7685
- Late arrivals of more than 30 minutes are subject to cancellation. Programs which are cancelled can be re-scheduled through the Botanical Society office.

I have received, read, and understand the guidelines and regulations governing facility use and agrees to abide by all guidelines.

Group Representative Signature _____ Date: _____

Liability Waiver:

Applicant covenants and promises and agrees to hold the City of Fort Worth and the Fort Worth Botanical Society, Inc. harmless and indemnify them against any and all suits, damages, claims, causes or actions which may arise out of use of this property regardless of the negligence of the City of Fort Worth, the Fort Worth Botanical Society, Inc., their agents or employees.

Group Representative Signature _____ Date: _____

