



Reading Museum & Town Hall

## Hands-on learning for schools

Name of School .....

Teacher name .....

Address .....

Telephone .....

Email .....

Which option do you wish to choose? (please tick)

**Boxes - 5 boxes per half term £449** per year  
(30 boxes per year)

☐

**Boxes - 3 boxes per half term £399** per year  
(18 boxes per year)

☐

**'Pay as you go' Boxes - £45 per box** per half term  
(plus admin charge if invoice required)

☐

By becoming a member you are agreeing with the Service Level Agreement (SLA)  
as published on our website, [www.readingmuseum.org.uk](http://www.readingmuseum.org.uk)

Some essential features of this are repeated here for your information:

**Each Member must:**

- Collect and return boxes at agreed times
- Look after the items, they are a finite collection
- Make one member of staff responsible for orders
- Members must use the online booking system and book boxes at least 2 weeks in advance
- Have adequate cover under the schools insurance policy (for the purposes of this agreement, each box and its contents is valued at £500). Charges for loss or damage of individual items will be based on replacement or repair costs, there will be a minimum charge of £30.
- Pay as you go box bookings must be collected from the Museum and returned at the agreed time

Signature .....

Date .....