



Bus Reimbursement Program Information

Your Tour:

Date: _____ Time: _____
Number of Children: _____ Grade or Age: _____
Number of Adults: _____
Special Needs: _____

The Program:

1. Contact Lara Sundberg to schedule a date and time for your visit to the Appleton Museum. Let her know that you would like to use the Bus Reimbursement Program to visit, and how many busses you anticipate you will use. You may reach her at 352-291-4455, ext. 1836.
2. You schedule your bus.
3. You pay for your bus.
4. Submit a copy of the receipt to the Appleton Museum of Art
By mail: Appleton Museum of Art, Attn: Kathleen Balboni, 4333 E. Silver Springs Blvd.
Ocala, FL 34470-5001
By FAX: Attention Kathleen Balboni, 352-291-4460
By e-mail: PDF attachment of your receipt copy to Balbonik@cf.edu
5. We reimburse your school for your bus transportation cost to visit the Appleton Museum of Art.

Lunch:

You may bring sack lunches to eat in our Café, but we ask that you clean up before you leave. Drink and snack machines are available. Food is not allowed in the galleries.

Drop Off and Pick up:

Your bus driver can drop your students off at the main entrance of the Museum, then park in the large spaces provided to the West of the building. Your bus driver is invited to join us for the tours and activities.

If you have other questions, please contact Mary Moore, Museum Educator, at Moorem@cf.edu or call 352-291-4455, ext. 1613.

We are looking forward to your visit!