

## Group Visits at the Jewish Museum of Maryland

### Scheduling An Adult Group Visit

#### Group Size

Our group tours are led by volunteer docents. For the best visitor experience, a group of 20-25 people is preferred. If you are looking to book a larger group, please contact the Visitor Services Coordinator so they can work with you to accommodate your group.

#### Group Visit Availability

The Museum is open Sunday through Thursday, 10:00am to 5:00pm. A typical group tour is encouraged to be booked for 10:00am to avoid conflict with any public tours occurring throughout the day.

#### Length of Visit

Depending on the type of tour selected, a group visit can last 1 hour or 2 hours. Your group can combine a visit to see our current exhibition (1 hour) with a guided tour of our two historic synagogues (1 hour). Please refer to the tour descriptions to see the length of each tour offered.

#### Fees – Group Discount

**For groups of 10 or more people that reserve in advance**, the group rate is \$5 per adult. **Members of the JMM are admitted for free.** The fee will admit the group to both historic synagogues and exhibitions. This price includes a volunteer docent.

#### Booking Process: Registration/Confirmation Forms

Please contact Paige Woodhouse, Visitor Services Coordinator, at [pwoodhouse@jewishmuseummd.org](mailto:pwoodhouse@jewishmuseummd.org) to arrange your visit. Please provide the form at the top of this section with the following information complete:

- The name of your group and contact information
- 3 potential dates to visit
- Number of attendees
- Program(s) or exhibit(s) you are interested in participating in during your visit
- Any special requests or requirements for your visit.

Our tours are delivered by a dedicated group of volunteers. To ensure a volunteer is available for your tour, we request that you book your tour at least two weeks in advance.

Once your date has been confirmed, you will receive a confirmation form that includes the scheduled itinerary, anticipated number of attendees, and associated fees. Please review, sign and return this form to complete your booking.

#### Payment Options

Payment may be made via check, cash, or credit card collected before or on the day of the tour. Checks should be made out to The Jewish Museum of Maryland. We request that those paying in cash provide exact change.

#### Accessibility

The Museum entrance, galleries and restrooms are fully accessible.

Please note that both Synagogues, Lloyd Street Synagogue and B'nai Israel Synagogue, are neither walker nor wheelchair friendly. It is necessary to climb stairs to enter the main sanctuaries of both Synagogues. There is a short video tour of the two Synagogues available as an alternative. Please request this video at the time of your booking.

With advance notice, the Museum is happy to provide additional assistance for groups in need of special accommodations, such as sign language interpreters.

Restrooms are located inside the Museum, adjacent to the orientation space. Water fountains are located near the restrooms. There are also restrooms in Lloyd Street Synagogue.

#### Bags & Coat Storage

There is minimal storage available inside the Museum. There is a coat rack area. In cold or rainy weather, attendees should keep their coats on if they will be visiting the Lloyd Street Synagogue and B'nai Synagogue, as they will be walking outside to visit these two buildings.

#### Lunch Facility

Please note that there is no food service on site at the Museum, nor is there refrigerated storage for lunches. The Museum does not have a lunch facility.

#### Buses & Parking

There is a free city-owned public parking lot directly across from the Museum. Otherwise, there is metered street parking in the area.

There is a loading/drop-off zone directly in front of the Museum entrance that can be used by buses.

#### Photography

The Museum regularly takes photographs of visitors. These photos are archived in our Institutional Archives and used in our publications, both online and in-print. If your group or members of your group do not wish to be photographed, please alert the Museum staff.

#### Prior to your Visit / Post Visit

One week prior to the scheduled trip, please email or call the Visitor Services Coordinator to confirm the number people attending. The Museum reserves the right to postpone the trip if the group size becomes too small.

#### Upon Arrival

The group leader should proceed to the reception desk to announce your group's arrival and to have a staff member process payment. If the number of attendees has changed following your booking confirmation, please let the staff member know so they can adjust the fee accordingly.

Your group will be met by a Museum Educator or Volunteer who will be your guide for the duration of your visit.

#### Late Arrival

If your group is more than 15 minutes late for your visit, your scheduled program may be shortened due to scheduling conflicts. If you are going to be more than 15 minutes late, please call the Museum to notify the Education Department.

### Inclement Weather Policy

Bad weather can create a situation that makes it unsafe for students, chaperones, teachers and Museum Staff to travel to and from the Museum. The Jewish Museum of Maryland follows the Baltimore City Public School's system for the first day of inclement weather. Any consecutive inclement weather days are decided at the discretion of the Museum. If you are unable to attend a scheduled visit to the Museum due to inclement weather, please contact the Museum as soon as possible. If the Museum closes, or is delayed, a member of Staff will inform the group contact provided on your confirmation form.

### Museum Guidelines

We encourage you to review these guidelines with your group ahead of time:

- Have fun! The Museum is meant to be an interactive and inspiring experience!
- Please no eating, drinking, or chewing gum while inside the Museum or Synagogues
- Please listen to the volunteer while they are speaking. Please ask questions.
- Please assume that nothing can be touched until the volunteer has invited you to touch or handle something.
- When entering B'nai Israel Synagogue, men are required to cover their heads. They can either wear their own hats or wear a kippah that is provided when they enter the Synagogue. These must be returned when leaving the Synagogue.

### Additional Information – Please Contact

For any additional questions about the Museum's educational programs or scheduling a group tour, please contact: Paige Woodhouse, Visitor Services Coordinator, at [pwoodhouse@jewishmuseummd.org](mailto:pwoodhouse@jewishmuseummd.org)