

## **CANBERRA MUSEUM AND GALLERY LEARNING PROGRAM TERMS AND CONDITIONS**

### **Rules of Entry**

- By making a booking, teachers and organisers agree to comply with Canberra Museum and Gallery (CMAG) safety and health requirements, including any ACT Government Health or Emergency Services requirements.
- Teachers and supervising adults have the duty care for their group, are responsible for the conduct of participants and should accompany participants at all times on site.
- Accompanying adults must comply with the ratio requirements of the Learning Program as advised by CMAG.
- CMAG does not accept responsibility for negligent acts or omissions of visitors or participants.
- Covered shoes are a requirement for all learning programs.
- Visitors and participants are responsible for the safekeeping and security of their valuables and personal belongings while at CMAG.
- CMAG is a non-smoking venue.
- Visitors must follow the directions of CMAG staff.
- CMAG retain the right to refuse entry to any visitor, patron or participant if these conditions are not followed.

### **Bookings**

- Payment must be made at the time of booking via Humanitix.
- Payment can be made by Credit Card.

### **Cancellations**

- Cancellations made within 7 days of your booking will incur the full cost of the program.
- Cancellations made within 2 weeks of your booking will be charged 50% of the total booking and a \$25 administration fee.
- Cancellations made by the school prior to 2 weeks of your booking will be charged a \$25 administration fee.
- Cancellations must be made in writing (to [cmagbookings@act.gov.au](mailto:cmagbookings@act.gov.au)).
- CMAG will cancel a booking based on ACT Government health requirements.
- If CMAG cancels a booking, we will endeavour to reschedule your booking to an alternative date. If an alternative date cannot be found, 100% of program costs will be refunded (minus \$25 administration fee).