



The Discovery of King Tut Group Sales Booking Information

Thank you for choosing the San Diego Natural History Museum for your next group event. We look forward to hosting your group. Please review the following policies and procedures to ensure your booking and museum experience is positive and memorable.

Booking Procedures

- At the time of your reservation, a group sales contract will be issued detailing all of the information for your order. **Please immediately sign and return this contract to the Group Sales Office** in order for us to continue to hold your group's timed-entrance tickets.
- For groups booking **less than one week** from their visit date, **payment in full** is required at the time of booking.
- Tickets will be placed at our will-call desk for pick up the day of your visit. This is located at the north entrance admission desk (entrance near the fig tree). If you would like them mailed to you or available for pick up earlier, please make arrangements with the Group Sales Department.

Payment

- **For a speedy check-in, final payment with final count is due one week prior to your visit.**
- Payment may be made by credit card over the phone or by check made out to SDNHM and mailed to: San Diego Natural History Museum, Group Sales, P.O. Box 121390, San Diego, CA 92112-1390.
- Please ensure payment arrives one week prior to your visit. We can accept up to two payments per group.
- Once payment has been received and the tickets printed, we cannot process refunds. However, changing dates or times before the originally-scheduled visit may be possible. Please contact Group Sales.

Arrival

- *The Discovery of King Tut* is a timed-ticketed exhibition. Your reserved time is printed on your confirmation. Please allow ample time for traveling, parking, and checking-in before your assigned entry time. Feel free to enjoy the rest of the Museum before or after your timed entrance to *The Discovery of King Tut*.
- All groups check in at the North Entrance admission desk, where your tickets will be waiting.
- In the event that you miss your ticketed entry time you will be put on standby to join the next available entry that day. In the meantime, your group may visit the rest of the Museum.
- Additional tickets for your group the day of your visit may be purchased based on availability.

Should you have any questions, please contact Paula Anderson in Group Sales at 619-255-0347 or Customer Service at 877-946-7797 or email groupsales@sdnhm.org.