

## Upon Arrival:

- **Buses are not allowed to drive on the Museum grounds.**  
Load and unload the group at the designated bus “Drop Off”.  
Park in the main Museum parking lot opposite the Visitors Pavilion.  
Drivers should be given a wristband so that they can visit the Museum.
- **Escort your group to the Children’s Welcome Center in the Visitors Pavilion.**  
Restrooms and water fountains are located here.  
Instruct and organize your group while in this area.  
Store your lunches in the Children’s Welcome Center.
- **Wristbands allow you access to all museum venues and must be worn all day.**  
Distribute wristbands in the Children’s Welcome Center.
- **Divide into groups of no more than 10 children to one adult chaperone.**  
Large groups should begin in different museums and rotate around the campus.
- **The CSI can be done in any order.**
- **Picnic tables are located near the Rose Garden.**  
Tables are limited. You may wish to bring picnic blankets for your group.
- **Leave all backpacks and large bags on the bus.**  
They are not permitted in the buildings.
- **Your group’s booklets and pencils are in the Children’s Welcome Center.**  
In the event that Ringling Museum staff is not available to meet your group, please look for an envelope marked with your organization’s name. The envelopes are in the CSI cart and are sorted by day of the week. Your materials are under the day of your visit. Please place any extra booklets or retrieve any extra booklets you need from the bin marked “extra booklets.” Take a few minutes to familiarize yourself with the booklet. When Museum staff is not available, send one Chaperone to the Admissions Desk to collect your wristbands.
- **Arrange a meeting place/time when you are done with your hunt.**
- **To begin your hunt:**  
Exit through the main lobby and out the sliding doors.  
The Museum of Art is on your left.  
The Circus Museum and Tibbals Learning Center are straight ahead.

**Have Fun!**

**If you have questions, please call 941.359.5700 ext. 3707**