

VISITOR POLICY AND TOUR INFORMATION

The Allen Sapp Gallery & The Chapel Gallery

Thank you for choosing to visit our gallery. We want to ensure that your time with us is educational and, more importantly, enjoyable for everyone. We will do our best to accommodate your needs, special requirements, and group size. **To help protect the art and artifacts for future generations and to ensure that everyone gets the most out of your visit, we ask you to follow these policies and review with your group before arrival:**

Do Not touch - Protecting the Art: Please allow a 3 foot distance between you and the art. Even the cleanest hands will transfer particles and oils onto paintings – no touching allowed.

Turn off flash for photos: Use of flash will damage the paintings. For copyright reasons, please take photos of the whole room or classmates in front of paintings, but not of an individual painting.

Food or Drink is Not Allowed in the Gallery: This includes coffee cups and water bottles. If your class is having a picnic lunch outside the gallery, let us know and we can provide a large garbage can. We do not have an indoor lunch space but please ask, as we may have a possible solution.

School Rules Apply: Each group has a more enjoyable visit when they use their school rules. (i.e.: No roughhousing, running, or throwing things.)

Bring Water Bottles and Supplies: The gallery does not have a water fountain. If you have planned an outdoor program bring along a water bottle, a hat, sunscreen, and bug spray.

Washrooms are Limited: Our washrooms are limited to two toilets. If you are travelling, please allow for extra time.

Cell Phones: We ask that all cell phones be turned to silent mode during programming. If you need to take a telephone call please step into the hallway or outside.

Chaperones: We require one chaperone (including teachers) per seven students. This can be adjusted based on the age of the students. Please have chaperones ready to attend to student personal needs and assist with activities. Students must always be accompanied by an adult in the gift shop area. Teachers should inform the gallery of all participants in advance: this includes number of teachers, students, chaperones, and others that accompany the class to the gallery.



Tour Information

- There is a loading zone on the street in front of the gallery – your bus can stop here to load and unload passengers. There is vehicle parking behind the Gallery. If there is a room, the bus can also park there.
- In wet or muddy conditions, we ask all shoes to be removed and placed along the sides of the front stairs. Student may take their coats off in the video areas, which is to the right of the gallery entrance, and place backpacks under the benches. See photo above.
- The tour takes 90 minutes. Please let staff know if you are going to be late or will arrive early, please call the gallery and let us know so we can be prepared.
- The tour and activity takes 90 minutes. Please let the staff know if you require any modification.
- If you would like more in-depth historical information before your tour, please call the Gallery to discuss.

Gallery Contact

Call: (306) 445-1760

Email: galleriesofnb@cityofnb.ca

On the Web

www.allensapp.com

www.chapelgallery.ca

THANK YOU FOR VISITING THE GALLERIES!



ALLEN SAPP GALLERY
THE GONOR COLLECTION

