



Friends of the Kennedy Center Tour Program


Guidelines for Requesting a Touch Tour, Sign-Interpreted Tour, or a tour with Assistive Listening Devices

Regular Tour Hours: Weekdays: 10 am-5 pm Weekends: 10 am-1 pm

The Kennedy Center strives to make its performances and facilities accessible to all our visitors. Touch Tours, Sign-Interpreted Tours and Tours with Assistive Listening Devices are available upon request with at least two weeks' advance notice. Tours are given by the Friends of the Kennedy Center Tour Guides weekdays 10 am to 5 pm, weekends 10 am-1 pm.

If you have any additional questions, please call our Visitors Center at 202-416-8340 daily 10 am to 9 pm.

Submit the completed request form below by email to access@kennedy-center.org. Allow two weeks for confirmation of your Access Tour. Once your tour is confirmed, we will email you an **ACCESS (TOUR CONFIRMATION FORM.)**

Today's Date:	
Contact:	
Phone/Ext:	Department/Shift:
Name of Individual/group:	
Requests for Touch Tours, Sign Language Interpretation Tours, and Tours with Assistive Listening Devices must be received two weeks in advance of your desired tour date.	
<input type="checkbox"/> Touch Tour/Audio Description Tour** <input type="checkbox"/> Sign Language Interpretation** <input type="checkbox"/> Tour Assistive Listening Device Tour**	
Accessibility: (Please check all that apply)	
<input type="checkbox"/>  Wheelchair Access	<input type="checkbox"/> Easy Access (no steps)
<input type="checkbox"/> Assistive Listening Device**	<input type="checkbox"/> Sign Language Interpretation**
<input type="checkbox"/> Touch Tour/Audio Description**	<input type="checkbox"/> Other (please specify):
Date of tour:	Time:
How many in Group:	
Special request, if any, for specific tour guide:	

*If the tour occurs after four hours, a memo will be sent to the **Theater Managers, Security,** and the **Ushers Desk** to determine availability of theaters and other pertinent information.

Please type in gray areas. Boxes will expand with the text.