



Rancho Cucamonga Library Services Tour Request

Today's Date _____

Library Staff Initials _____

Teacher or Contact Person _____

School/Group Name _____

Street Address _____

City _____

State/Zip _____

(____) _____

(____) _____

Phone _____

Alternate Phone _____

Teacher's Email Address _____

Date requested – *first choice* _____

second choice _____

Number of Participants _____ Grade _____ Ages _____

Are you coming for a show at the Lewis Family Playhouse? Yes No

(If yes, please indicate date and time of show.) _____

TOUR SCHEDULES Need to include maximum number (60 children) per 30 minute timeslot

Archibald Library

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
10:00 am <input type="checkbox"/>	10:00 am <input type="checkbox"/>	1:00 pm <input type="checkbox"/>	1:00 pm <input type="checkbox"/>	12:00 pm <input type="checkbox"/>
10:30 am <input type="checkbox"/>	10:30 am <input type="checkbox"/>	1:30 pm <input type="checkbox"/>	1:30 pm <input type="checkbox"/>	12:30 pm <input type="checkbox"/>
11:00 am <input type="checkbox"/>	11:00 am <input type="checkbox"/>	2:00 pm <input type="checkbox"/>	2:00 pm <input type="checkbox"/>	1:00 pm <input type="checkbox"/>
11:30 am <input type="checkbox"/>	11:30 am <input type="checkbox"/>	2:30 pm <input type="checkbox"/>	2:30 pm <input type="checkbox"/>	1:30 pm <input type="checkbox"/>
12:00 pm <input type="checkbox"/>	12:00 pm <input type="checkbox"/>			2:00 pm <input type="checkbox"/>
12:30 pm <input type="checkbox"/>	12:30 pm <input type="checkbox"/>			
1:00 pm <input type="checkbox"/>	1:00 pm <input type="checkbox"/>			

Paul A. Biane Library

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
2:00 pm <input type="checkbox"/>	12:00 pm <input type="checkbox"/>	10:00 am <input type="checkbox"/>	10:00 am <input type="checkbox"/>	1:00 pm <input type="checkbox"/>
2:30 pm <input type="checkbox"/>	12:30 pm <input type="checkbox"/>	10:30 am <input type="checkbox"/>	10:30 am <input type="checkbox"/>	1:30 pm <input type="checkbox"/>
	1:00 pm <input type="checkbox"/>	11:00 am <input type="checkbox"/>	11:00 am <input type="checkbox"/>	2:00 pm <input type="checkbox"/>
	1:30 pm <input type="checkbox"/>	11:30 am <input type="checkbox"/>	11:30 am <input type="checkbox"/>	2:30 pm <input type="checkbox"/>
	2:00 pm <input type="checkbox"/>	12:00 pm <input type="checkbox"/>	12:00 pm <input type="checkbox"/>	
	2:30 pm <input type="checkbox"/>	12:30 pm <input type="checkbox"/>	12:30 pm <input type="checkbox"/>	
		1:00 pm <input type="checkbox"/>	1:00 pm <input type="checkbox"/>	

Thank you for your tour request. Tours are booked on a first-come-first-serve basis. This tour request does not guarantee a timeslot. Library Staff will confirm your tour.

For more information or if you have questions, please call or e-mail Melvin Racelis, Librarian, at (909) 477-2720 Ext. 5062, Melvin.Racelis@CityofRC.us.

Tours of the Library

WHAT TO EXPECT:

Your tour of the Library will last approximately 30 minutes and can include time to browse and check out library materials. In order to ensure a successful tour, we require you have one adult per 15 students.

HOW TO OBTAIN LIBRARY CARDS FOR YOUR CLASS:

You may download applications from our website, or request a form for duplication when you book your tour. Library Card applications should be returned at least 2 weeks prior to tour.