EDUCATION SERVICES AT PARLIAMENT

BOOKING FORM

Name of institution

Address

Electorate (where applicable, or if known)

Phone

E-mail

Contact person (in charge / travelling with group)

Mobile

Student total

Staff/adult total

Overall total (42 max)

Year level/s

Learning focus

Additional information e.g. special requirements, wheelchair access, language needs:

Visit request details

Day and date:

Visit time(s) below, subject to availability

If you would like to do a 60 minute visit instead, please indicate this:

<table>
<thead>
<tr>
<th>Time</th>
<th>Availability</th>
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<tbody>
<tr>
<td>9.00am-10.30am</td>
<td>O</td>
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<tr>
<td>9.30am-11.00am</td>
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<tr>
<td>10.00am-11.30am</td>
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<tr>
<td>10.30am-12.00pm</td>
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*Please note if you wish to see the House in session as part of your visit you must book in the afternoon of a House Sitting Day. To view the House Sitting Programme visit www.parliament.nz

Meet your MP*

As part of your visit, Education Services can request a meeting with your electorate MP only, subject to availability. (*) Also, please note that due to time constraints, MPs are not requested when choosing the role-play programme.

Yes O No O

Current programmes available: (Please tick one)

- How Parliament Works
- Debating Role Play (*)
- Eye on the Hive
- A Capital Idea
- Topical Programme (**)

(*) The role-play programme is 2.5 hours long.

(**) These are programmes which are available on a short term basis linked to a special topic. Refer to current programmes on: https://www.parliament.nz/en/visit-and-learn/teachers-and-students/

Resources

Resources to support your visit are available on request. Please tick the resources you require, below:

- Explore Parliament Years 5-8
- Explore Parliament Years 9-10
- How to run a debating role play
- To Tātou Whare

Please complete the booking form and return it to:

E-mail education_services@parliament.govt.nz

Office Use: Date received:

Booking by: Phone O E-mail O Other: O

Advanced O Conf sent date MP

Obj elec form O Entered-desk diary O EA/SPS

Outlook-calendar O Initials EA/SPS ext

Gallery – Regular/ Speaker’s (circle one) confirmation time/s:

MP EA/SPS (initial contact date)

EA/SPS MP visit (final confirmation date)

Resources sent date

T 64 4 817 9565 (DDI-Education Services)

www.parliament.nz