**Museum Loan Request**

Maidstone Museums – Learning Team

St. Faith’s Street, Maidstone, Kent, ME14 1LH

**t.** 01622 602838 (**Direct Line:** 01622 602853)

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**Loans Box Request – Academic Year 2023-24.**

Please send the following information when requesting loans boxes. Loans boxes are subject to availability. Please read conditions of use below. A booking confirmation will be sent confirming booking and date/time of collection and return. Please note loans are for 5/6 weeks. The cost is £50 per box. **There are set dates for you to collect and return – these are when the Learning Team are available. Please make note of these dates.**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Name** |  | | | | **Date** | |  |
| **School** |  | | | | | | |
| **Address** |  | | | | | | |
| **DFE/URN** |  | | **Telephone** |  | | | |
| **School email for invoicing** |  | | | | | | |
| **Contact email** |  | | | | | | |
| **Term box/es required for;** | **Loans Box/es requested;** | | | | | **Year group and number of children expected to use box;** | |
| **T1;**  **2 September to 14 October 2023** |  |  | | | |  | |
| **T2;**  **28 October to 9 December 2023** |  |  | | | |  | |
| **T3;**  **6 January to 10 February 2024** |  |  | | | |  | |
| **T4;**  **17 February to 23 March 2024** |  |  | | | |  | |
| **T5;**  **13 April to 25 May 2024** |  |  | | | |  | |
| **T6;**  **1 June to 13 July 2024** |  |  | | | |  | |

**Loans boxes;** *Each box contains around 7-10 objects, with the exception of the Natural History loans. See detailed information about each box in the main catalogue.*

If you have any queries about your loan, please do not hesitate to contact me.

Yours Sincerely

***Roz Meredith* Learning and Events Officer; *t*** 01622 602853 ***e*** [museumeducation@maidstone.gov.uk](mailto:museumeducation@maidstone.gov.uk)