

**DAVIES MANOR ASSOCIATION
TRAVELING TRUNK EXHIBIT CONTRACT**

3570 Davieshire Drive Memphis, TN 38133
phone: (901) 386-0715 fax: (901) 388-4677
www.daviesmanor.org

Educator Name: _____

Educator Email Address: _____

Educator Phone Number: _____

Subject(s) / Grade(s): _____

School System: _____

School Name: _____

School Address: _____

School Phone Number: _____

Desired Pick-Up Date: _____ Alternative Pick-Up Date: _____

Pioneer Children Trunk (\$30)

Civil War Trunk (\$30)

I would like a representative from Davies Manor to present the traveling trunk to my class.

(Additional \$20.00 fee.)

I would like a representative from Davies Manor to drop off the trunk.

(Additional \$10.00 fee. Please call the office to make arrangements.)

I would like a representative from Davies Manor to pick up the trunk.

(Additional \$10.00 fee. Please call the office to make arrangements.)

The traveling trunk can remain in your classroom for one week. Additional time may be purchased for \$10.00 per additional week. A checklist is included in each trunk and must be dated and initialed by the educator. All delivered materials must be returned to Davies Manor in the condition in which they were delivered. This contract must be completed two weeks prior to the scheduled pick-up date. Please mail this completed contract with a check made out to Davies Manor Association to 3570 Davieshire Drive Memphis, TN 38133. For additional information, call us at (901) 386-0715.

Signature: _____ Date: _____

For museum use only

Received by: _____

Date received: _____

Approved by: _____