



Board of Water Supply - Tour/Speaker Request Form  
Information: (808) 748-5041 | tours@hbws.org

**TOUR INFORMATION**

Requests for all tours/speakers must be made a minimum of three (3) weeks in advance. All tours are FREE.

**GROUP CONTACT INFORMATION**

First & Last Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_ Fax: \_\_\_\_\_

Group/School Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ Zip Code: \_\_\_\_\_ School Phone: \_\_\_\_\_ Ext: \_\_\_\_\_

Grade Level: \_\_\_\_\_ Number of Students (17 years & under): \_\_\_\_\_ Number of Adults: \_\_\_\_\_

Special Needs Requirements: \_\_\_\_\_

**TOUR DATE & TIME -- Provide three (3) possible dates and times in order of preference:**

Date #1: \_\_\_\_\_ Date #2: \_\_\_\_\_ Date #3: \_\_\_\_\_

Time: \_\_\_\_\_ Time: \_\_\_\_\_ Time: \_\_\_\_\_

**GUIDED TOURS OR SPEAKER AND VISIT -- I would like to schedule a tour or speaker/visit:**

- CLOSED FOR RENOVATIONS - Fred Ohrt Water Museum *(Groups of 15-60, Kindergarten and older)*
- Hālawa Xeriscape Garden *(Kindergarten and older)*
- CLOSED FOR SITE RENOVATIONS - Nu'uauu Watershed Tour *(Groups of 15-60, Grade 4 and older)*
- Honouliuli Water Recycling Facility *(Groups of 10-30, Grade 4 and older)*
- CLOSED FOR RENOVATIONS - Hālawa Shaft and Underground Pumping Station *(Groups of 10-24, Grade 7 and older)*
- Waihee Tunnel Tour *(Groups of 10-30, Grade 7 and older)*

I would like to request a Speaker and/or Visit

Topic: \_\_\_\_\_ Other: \_\_\_\_\_

**ACKNOWLEDGEMENTS**

CONFIRMATION POLICY - I UNDERSTAND that tours are "on request" until the BWS Communications Office sends a confirmation email or letter. Confirmation notice may include additional tour information and/or other forms, as necessary.

CANCELLATION POLICY - I UNDERSTAND that should I need to cancel a tour, I will call (808) 748-5041 as soon as possible and will include the group name and tour date when leaving a message.

Name of Requester: \_\_\_\_\_ Date of Request: \_\_\_\_\_