

Congressman Jim Jordan Constituent Tour Form

Today's Date: _____ Total in Group: _____

Name: _____

Group/Organization: _____

Address: _____

E-mail: _____

Phone:(H) _____ (W) _____ (Cell) _____

Tour Dates: _____

Please be aware that there are limited amounts of Congressional tour spaces available so please make your requests as early as possible to ensure that you are able to get all of your requests confirmed. We recommend contacting our office six months before your planned visit. Our office is committed to providing you the highest level of service and working hard to secure your requests, but ultimately we cannot be responsible for a failure to have a tour confirmed.

For more information on sites to visit while in Washington, D.C., or if you have questions about requesting Congressional tours, please visit our website at <http://jordan.house.gov> or call our Washington, D.C. office at 202-225-2676 and ask for the Tour Coordinator. Remember to mail or fax your requests in as early as possible.

These tours only represent Congressional tours that we can arrange. Most of these sites do offer public tours that you can arrange on your own if you cannot obtain a Congressional tour. Please visit our website or call our office for more information on arranging your own visits to Washington, D.C. sites.



Tour	Date & Time Requested	Additional Comments	Reserved for Office Use
<i>U.S. Capitol</i> 10am, 2pm Mon-Fri (30 person limit on staff-led tour)			
State Department 9:30a.m, 10:30am, 2:45pm Mon-Fri			
Bureau of Engraving & Printing 8:15am, 8:45am Mon-Fri 4pm, 4:15pm, 4:30pm, 4:45pm Mon-Fri extended summer hours (10 people or less, larger tours can arrange group tours)			
Supreme Court 2pm Lecture Mon-Fri (6 people or less)			
National Cathedral 9am Mon, Wed (10 or less)			
<i>Library of Congress</i> 8:30am , 2pm Mon-Fri (up to 60 people)			
<i>White House</i> 7:30-12:30am, Tues-Sat			
Treasury Building 9am, 9:45am, 10:30am, 11:15am Sat			
Kennedy Center 9:30am, 4:30pm Mon-Fri 9:30am, Sat			
<i>National Archives</i> 9:45am, Mon-Fri			

All above information is subject to change without notice.