



Inventa Rome

GUIDED TOURS OF PALAZZO FARNESE: APPLICATION FORM FOR GROUPS

(associations, universities, public administrations)

Documents needed:

- The present form filled with all the information required (please do not forget to specify the number of visitors: minimum 6 and maximum 25 per group per year).
- A cover letter of the dean of the association or organisation explaining the reasons of the request (associations have to include a copy of their statute).

All the documents required have to be sent per email (word or pdf format) to the address visite-farnese@inventerome.com at least three months in advance.

Please notice that this form alone is not valid as reservation

Your request will be forwarded to the French Embassy and your booking will be possible only after formal authorisation.

After authorisation of the French Embassy, you will receive a code that will allow you to enter our website and book your tour; in order to do that you will need the following information for each participant: First name, family name, place and date of birth, number of an identity document (identity card or passport, NO driving licence) and its expiry date.

- Please specify date and time of the desired tour (chosed one of the possible tours scheduled here below; please notice that no other days or times or languages are available).

Date	
Time	
Language	

	Monday	Wenesday	Friday
15h	French	Italian	French
16h	French	Italian	French
17h	Italian	English	Italian

Number of visitors (maximum 25 per group per year) :

Name of organisation	
Name of representative	
Mail adress	
Telephone number	

Associazione culturale "INVENTER ROME
CF 97630840581

Site : www.inventerome.com
Mail buro@inventerome.com

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Inventa Rome

Date:

GENERAL CONDITIONS

- **Inventa Rome cannot accept reservations for tour operators or agencies.**
- **Tours are exclusively organised in French, Italian and English according to the schedule above.**
- **Tours can be subject to cancellation or itinerary variation due to causes connected to the French Embassy's activities; in case of cancellation due to causes connected to the French Embassy, tickets will be refunded.**
- **Group reservations can be requested for maximum 25 persons (per group per year).**
- **Tickets cost 9 euros per person (11 euros only for the tour on Friday at 5 pm) and the reservation must be payed in advance when booking online. Cancellations of groups are not refundable if the cancellation is due to the group.**
- **All tours are guided tours; guides belong to the cultural association Inventa Rome.**
- **It is not allowed to translate tours in another language.**
- **Children are allowed only if at least 10 years old and under the supervision of an adult.**
- **Associations must provide a copy of their statute.**
- **Requests for groups must be made at least 3 months in advance.**
- **School groups are not accepted due to the very big number of requests, which led the French Embassy to give priority to cultural associations, art historians, university students, teachers/lecturers, architects and artists.**