

345 Middlefield Road, MS-999
Menlo Park, CA 94025

March 13, 2006

Dear Teacher,

The U.S. Geological Survey Western Region Center is once again having an Open House, June 3 – 4, 2006. This immensely popular event is only held every three years. Our last Open House in 2003 drew about 20,000 people over a period of two days! **We are having a Special Preview Day for school children, grades 4 – 9, on Friday June 2, 2006 from 11AM to 3PM.** We will be scheduling classes for **self-guided** tours of exhibits on that day. You have received this invitation because an employee provided your name to us, or you have participated in the past. Please pass this letter and flyer on to other teachers whom might be interested.

We expect a great response from schools for the June 2, 2006 preview, so we have established the following guidelines:

- **Requests to participate will be accepted until April 18, 2006 only.**
- **We will accept classes from the requests we receive on a 1st come, 1st serve basis.**
- **Requests must be received by e-mail at the address below (no phone calls please).**
- **Arrivals will be scheduled to begin at 11:00 a.m. in 15-minute intervals until 1 p.m.**

We regret the need to be restrictive for this Special Preview Day. **Please remember that all students, teachers, and schools are welcome to come to the Open House on their own on Saturday and Sunday.** It is only on Friday when we will need to limit the number of students attending the preview day. You will be notified whether or not your class was accepted.

Thank you for your interest in Earth Science and the U.S. Geological Survey.

Please put my name on the list for the USGS Open House Preview Day, June 2, 2006.

Teacher name _____ Home phone _____

School name _____ District _____

School address _____

School phone _____ Email address _____

Number of students _____

Grade/subjects _____

Special requests _____

Due to limited car and bus parking, we are staggering arrival times every 15 minutes from 11:00am to 1pm. Please indicate your first three choices for arrival time below:

1st _____ 2nd _____ 3rd _____

Please indicate if you will be arriving by BUS or CAR/VAN

Thank you.

Return by April 18, 2006 to: CREISS@USGS.GOV