



# LA Plaza Group Visits (Self-Guided)

## INTERESTED IN BRINGING YOUR GROUP TO LA PLAZA? READ BELOW FOR OUR GROUP VISITS POLICY

We are excited to have you and your group at LA Plaza de Cultura y Artes!

LA Plaza celebrates the Mexican, Mexican American, and Latinx peoples' experiences and histories here in Los Angeles. As a group, experience LA Plaza's galleries and artwork- such as our artwork, *La Salsera* by renowned artist Judy Baca. Learn about the LA identity through our core exhibitions *LA Starts Here!* and *Calle Principal: Mi Mexico en Los Angeles*. Check out our website for newest exhibitions and to learn about our programs!

### READY TO SCHEDULE?

It is part of our mission to preserve the histories and stories of Latinx communities which include our physical objects and galleries. To best protect these spaces and objects, we can only accommodate group sizes between **10 to 30 people** and schedule visits during weekdays (Wednesday through Friday).

To ensure that we can best maximize your experience, we ask that you schedule your Group Visit with us at least one month prior to your desired date and no more than six months advance notice (**1-6 months notice**).

Ready to schedule? Group Visits can be scheduled in-person or via email to our Admissions email: [admissions@lapca.org](mailto:admissions@lapca.org) during museum operating hours. Guests should receive a response between 1-2 museum operating days.

#### SHARE WITH US YOUR:

- Organization name
- Group size (and number of chaperones if K-12)
- Intended date and time
- Contact Information including:
  - Name (and title if relevant)
  - Phone number
  - Email

## WHAT TO EXPECT

At LA Plaza, we invite you to design your own experience! Group Visits are self-guided and are available for a 1-hour or 1.5-hour time slot; through your visit, we open up our 1st and 2nd floor galleries including our patio - showcasing *La Salsera* by Judy Baca. Each gallery contains exhibitions and interactive themes that invite you to explore your own identity and experiences while learning about LA's Latinx art, objects, and stories.

Connect with our Visitor Services team before your visit to see how best to tailor your needs with our themes! Email: [admissions@lapca.org](mailto:admissions@lapca.org).

When arriving, a Visitor Services team member will greet you and your group and connect with the coordinator or main chaperone to check-in at the front desk.

For any questions while on-site or during your visit, please return to the **Front desk** or call us at **(213) 542-6200**.

To contact on-site **Security**, please call **(213) 880-6301**.

If you are the coordinator or main chaperone for the Group Visit, please continue reading below for Additional Responsibilities and our Gallery Guidelines.

### LA PLAZA GROUP VISIT FAQ'S

#### What are your hours of operation?

LA Plaza de Cultura y Artes is open from Wednesday to Sunday from 12:00pm - 5:00 PM; last entry is at 4:30 PM.

#### Can we schedule a visit outside operating hours?

At this time, we cannot provide self-guided tours outside of operating hours.

#### Is there a fee to enter the museum?

Admission is free for all guests.

#### Do you validate parking?

We do not validate parking for museum guests. Please check out the [LA Plaza Parking map](#) for more information regarding parking prices

## COORDINATOR & MAIN CHAPERONE RESPONSIBILITIES

Thank you for helping coordinate the Group Visit. If you have any questions or issues while scheduling feel free to contact us via email at [admissions@lapca.org](mailto:admissions@lapca.org).

If your group is larger than 10 people, we ask that they be divided into smaller groups prior to coming on-site. Additionally, if the group composed of students (K-12) or children (ages 4-18), we ask that they be divided into smaller groups and assigned to a chaperone. *We ask that chaperones take an active role and that they remain with their groups.*

### GROUP RECOMMENDATIONS

21-30: three groups

11-20: two groups

10: one group

\*These group sizes do not include chaperones; chaperones are needed if group is composed of students K-12 or children ages 4 to 18.

### Confirmation

Once the Group Visit is confirmed, a Visitor Services team member will send a confirmation email with your information as well as time and date.

Upon arrival, the coordinator or lead chaperone is to present a digital or printed copy of their confirmation email.

### On-site Instructions

Upon your arrival, please check-in with the front desk. We ask that the group remain in our patio until a Visitor Services team member checks everyone in with stickers & an introduction.

LA Plaza's museum entrance is located off Main St through our walkway. Please look for signage indicating a walkway entrance and signage with entrance info.

Thank you for familiarizing yourself with and inform your group on our Gallery Guidelines prior to your Group Visit.

## GALLERY GUIDELINES

At LA Plaza, we focus on uplifting and amplifying the untold history of Mexicans, Mexican Americans, Chicanos, and Latinx people in Los Angeles. We want to ensure that these histories and stories are preserved and are accessible to all communities.

Help us continue to be a brave and safe space for cultural expression and preservation of art and objects by:

- Checking in all food or drinks to the front desk
- Leaving your pets at home; we welcome **Service Animals\***
- Only using pencils (no pens or markers) in the galleries
- Not touching or handling artwork or objects
- Not leaning or placing objects on glass, display cases, or acrylics

We welcome photography and recordings at LA Plaza! Tag us at @laplazala. To protect the artwork and all guests, we ask that you refrain from:

- Using flash photography
- Interviewing museum guests and staff
- Vlogging loudly and in crowded galleries
- Livestreaming
- Recording guests that are not a part of your group or party
- Recording school groups and workshops
- Using a tripod, lights, or specialized recording equipment without the prior consent of the Marketing and Communications team.

### SERVICE ANIMALS\*

Staff may ask you:

- Is the dog required because of a disability?
- What work or task has the dog been trained to perform?

Read more about Service Animals at <https://www.ada.gov/topics/service-animals/>