



USS COBIA “The Nation’s Most Completely Restored WWII Submarine” Overnight Education Program

FREQUENTLY ASKED QUESTIONS

What is the minimum age to participate in the Overnight Program?

The minimum age to participate is six years. When reserving an Overnight, please specify if your group is primarily 6-8 year old children, or participants age 9 and older. This information helps the staff to best present age-appropriate education programming for your Overnight.

How many people do we need to participate in the Overnight Program?

- a) A minimum group size of 20 people, or equivalent payment, is required to participate in the Program. The minimum of 20 requirement may be waived if there is already another group scheduled. The maximum group size that can be accommodated is a party of 65 people.
- b) Due to the popularity of the Program, two or more groups may share the same reservation date, depending on group size. In the event that a group wishes to reserve the entire submarine for an exclusive stay, the group will be expected to pay for the equivalent of 65 participants.
- c) If your group number changes by 10 +/-, you need to notify the Museum at least 30 days prior to your visit. Otherwise, you will be charged for the number listed on your reply form.

How much does it cost for a group to participate in the Overnight Program?

- a) The cost is \$39.00 per person, for a one-night stay, for organized groups (minimum group size of 20 people or equivalent payment).
- b) A non-refundable deposit of \$200.00 per group is required to secure an Overnight reservation. Deposits are payable to the Wisconsin Maritime Museum, by check or money order. A reservation must be made by telephone prior to deposit payment. Deposits are due within 14 days of making a reservation. The balance payable is due upon arrival and is payable to the Wisconsin Maritime Museum, by check or money order.

What does the cost of the Program include?

The cost of the Program includes a guided tour of USS COBIA, supervised access to certain areas of the submarine off-limits to standard tours, educational programming, overnight accommodation on board and admission to the Museum.

Meals are not provided. It is recommended that groups eat dinner prior to arrival. Groups are encouraged to bring snacks and water for consumption during the Overnight. Breakfast options are available on our website.

What time does the Program start?

The group should enter the Museum through the street level door, which is on the right when you are facing the front of the Museum (it will be labeled COBIA CREW PASSAGE) at **7:30 pm** to meet the Museum staff and process required paperwork. Please be prompt. Groups that arrive late will join the group already in progress (if double booked). Groups may run the risk of missing out on regularly scheduled tours and the program will run later than planned.

The Program concludes at 8:30am the following morning. At that time, participants will have the opportunity to visit the Museum galleries and the Museum Store at their leisure. Groups wishing to go out for breakfast and then return to the Museum are welcome to do so.

How many chaperones are required to participate with a group?

- a) Please adhere to the adult-child ratio set out by your organization. For groups without a required ratio, the Museum recommends an adult-child ratio of 1:1 for groups with children 6 years of age and an adult-child ratio of 1:2 for groups with children 7 –8 years old. An adult-child ratio of 1:4 is recommended for groups with children 9-12 years of age. An adult-youth ratio of 1:6 is recommended for groups with youth participants of 13 years and older.
- b) The Museum considers participants 18 years of age and older to be adults. All chaperones must be adults. The ratios recommended by the Museum are simply suggestions. When assigning chaperones, please consider the number of adults a group will need to maintain an environment conducive to learning, safety and good behavior.

c) At least one chaperone must be berthed in each compartment where children and youth participants are berthed to provide supervision. At least one adult chaperone must be awake when any children or youth participants are awake during the Overnight.

How many Museum staff will be with the group during the Overnight?

- a) A minimum of two Museum staff members will lead an Overnight. The number of Museum staff working each Overnight depends on the number of participants scheduled for a given night.
- b) Overnight Education Staff will remain on the submarine throughout the night. When not with the group, staff can be found in the Ward Room, the staff-only area of the submarine.
- c) Staff is responsible for leading all educational and interpretive programming during the Overnight; chaperones are responsible for providing supervision and discipline. The Wisconsin Maritime Museum reserves the right to eject a group at any time for behavior deemed unacceptable or dangerous by the staff.

Where do people sleep on the submarine?

The submarine is divided into rooms called compartments. Four of the compartments are for sleeping, or berthing. These are the Forward Torpedo Room (9 bunks), After Torpedo Room (10 bunks), Crew's Quarters (36 bunks) and Officers' Quarters (12 bunks). Regardless of the season, the Torpedo Rooms are the coolest and the Crew's Quarters are the warmest in terms of temperature. Each berthing compartment is outfitted with bunks for sleeping.

My group has members of both genders, what do we do about sleeping arrangements?

The Museum does not have a policy on this issue. It is up to the group to decide whether to berth males and females together, or in separate compartments. If your group requires separate berthing for each gender, please note this on your Reply Form.

Is the Overnight Program available year round?

Yes. The Overnight Program runs every Friday and Saturday night year round. Weekday bookings may also be available upon request. The Overnight Program may not be available on dates close to major holidays or Museum special events. The submarine is now outfitted with heat and air conditioning. However, participants are advised to dress appropriately for the outside weather; layers are suggested.

What type of group is the Program appropriate for?

The Overnight Program is appropriate for school groups, community groups, youth groups, tour groups, soft adventure groups, active seniors groups, Elderhostel, Scouting groups, corporate retreats, YMCA groups, church groups and any other group interested in a unique educational experience. The Program is flexible and meets curriculum requirements and Wisconsin and Illinois State Standards for school groups. Teachers interested in the Program may wish to contact the Museum for details on possible scholarship opportunities for class trips. The Museum is located within minutes of many restaurants and hotels. The Museum also has a number of facility rental and catering options available for groups.

I'm not part of an organized group but I still want to participate in the Overnight Program. How can I do this?

The Museum hosts a number of Family Overnights each calendar year. These are open to individuals and families, rather than organized groups. The dates for Family Overnights are posted on the Museum's website. Advance registration is required. The Overnight Program is open to persons of age 6 and up. Cost is \$39.00 per person.

Is the submarine accessible for participants with disabilities?

As a National Historic Landmark, the USS COBIA is exempt from laws regarding access for persons with physical disabilities. However, in many cases, visitors with disabilities enjoy full participation in the Overnight Program. Guide animals are permitted on the submarine. Unfortunately, the submarine is not wheelchair accessible. Please contact the Museum for details on accessibility.

Where does the Overnight Education Program take place?

The Program takes place aboard the World War II Gato class submarine USS COBIA, moored adjacent to the Wisconsin Maritime Museum in Manitowoc, Wisconsin. Directions are as follows:

From Milwaukee: I-43 north to Exit 149, Hwy 151. Turn right (east) and follow the Hwy 151 signs to 8th Street (approx. 5 miles). Turn left (north) and cross the 8th Street bridge. Turn right (east) on Maritime Drive. OR: I-43 north to Exit 152, Hwy 10 east. Turn right (east) and continue east on Hwy 10 (also called Waldo Blvd.) to Lake Michigan (approx. 3 miles). Turn right on Maritime Drive. Follow Maritime Drive for 1 mile.

From Green Bay: I-43 south to Exit 152, Hwy 10 east. Turn right (east) and continue east on Hwy 10 (also called Waldo Blvd.) to Lake Michigan (approx. 3 miles). Turn right on Maritime Drive. Follow Maritime Drive for 1 mile.

From Appleton: Hwy 10 to County Trunk R. Turn right (south) on County Trunk R to Waldo Blvd. Turn left on Waldo Blvd. To Lake Michigan (approx. 3 miles). Turn right on Maritime Drive. Follow Maritime Drive for 1 mile.

From Fond du Lac: Hwy 151 to 8th Street (approx. 5 miles). Turn left (north) and cross the 8th Street bridge. Turn right (east) on Maritime Drive.

Parking space is limited so please carpool if possible. Bus parking is also available. Parking is available in three parking lots; one lot on either side of the Museum and one across the street from the Museum. The Wisconsin Maritime Museum is not responsible for damage or theft of vehicles parked over night, nor their contents.

While in the Manitowoc area, my group would like to visit other local attractions. What do you suggest?

For information on other area attractions that you may want to visit during your USS COBIA Overnight trip, call the Manitowoc Area Visitor and Convention Bureau at 1-800-627-4896 or visit www.manitowoc.org on the Internet.

What is the Museum's cancellation policy pertaining to the Overnight Education Program?

a) If for some reason your group finds it necessary to cancel a visit, your deposit will not be refunded. There is one exception: if you notify the Museum at least 30 days in advance of your scheduled visit and at that time reschedule your visit for a later available date within one year of the initial reservation date, the Museum will apply your deposit to the new date.

b) After 30 days prior to your visit, you may not reschedule. If you cancel your overnight after 30 days prior to your visit, you will be responsible for paying for the number of people you registered on your Reply Form.

c) On very rare occasions, inclement weather may cause conditions hazardous enough for the Museum to close the submarine. In such cases, every effort will be made to provide scheduled groups with advance notice so that they can reschedule their visit or, if they choose, cancel altogether and receive a full refund of their deposit.

Unfortunately, in some situations advance notice may not be possible.

d) The safety of participants and staff is the Museum's paramount concern. Please understand that this is a major factor in decision making should an Overnight be cancelled due to severe weather. The Wisconsin Maritime Museum will not be responsible for any other inconveniences or consequences arising from the cancellation of a group's visit. It is suggested that groups check the local forecast for Manitowoc and surrounding areas before departing for their Overnight. Weather forecasts for Manitowoc are available by calling (920) 684-0161. Should the group have concerns about a possible cancellation, a group representative should contact the Museum between 9:00am-5:00pm on the date of the Overnight to discuss the group's concerns.

What sanitary facilities are available for participants?

Sanitary facilities are located in the main Museum building. Shower facilities are not available. Group bathroom breaks are taken at regular intervals throughout the Program. Individual bathroom breaks are taken on an as-needed basis. Once on board the COBIA, participants must be escorted into the Museum for restroom breaks by a Wisconsin Maritime Museum staff member. Staff escort the group from the submarine into the Museum for bathroom breaks, as Museum entrance doors remain locked at all times during Overnights for the safety of participants and staff.

What if I feel sick or claustrophobic during an Overnight?

a) Any participant feeling claustrophobic or unwell during an Overnight should alert a group leader or Overnight staff member immediately so he/she can exit the submarine. Staff will make every effort possible to make participants comfortable. It is the group's responsibility to bring their own first aid kit and medications for participants.

- b) Participants wishing to leave the Program at any time are free to do so. Children and youth participants cannot leave without being escorted by a chaperone. Participants choosing to leave Museum property will not be re-admitted to the Overnight and will not be refunded their registration fee.
- c) Participants requiring refrigeration of prescription medicines will be accommodated.

Does my group need to make a reservation to participate in the Overnight Program?

Yes, advance reservations are required. The Program normally books approximately 9-12 months in advance, depending on the season.

How do I make a reservation for my group?

Reservations can be made by telephone, Monday through Friday. Please call toll free 1-866-724-2356 or (920) 684-0218 x105 for reservations.

Once I make a reservation for my group, what paperwork is required?

Upon making a reservation for your group, you will receive a letter by mail instructing you to visit the Museum's website to read and download relevant information. Individuals without Internet access can request paper copies of these documents.

- a) Payment of the group's deposit is due within two weeks of making a reservation. Failure to pay the deposit within this time frame may result in the cancellation of the group's Overnight reservation. The Reply Form should be submitted with the deposit. The Reply Form is available on the Museum's website.
- b) The Museum requires a certificate of insurance demonstrating the group's liability insurance for bodily injury and property damage (minimum of \$1 million per occurrence) at least 30 days in advance of your reserved date. A Proof of Insurance is now acceptable from scout groups. Many organized groups can procure copies of their certificate of insurance through their agencies (e.g. Scouting, YMCA, school groups, etc.). Groups who need to purchase a certificate of insurance for this outing can do so through a private carrier. A private carrier in Manitowoc is the Vincent Group (formerly Insurance Center of Manitowoc). The Vincent Group is familiar with the Overnight Program and can be reached at (920) 682-8205.
- c) Scout groups are required to present a copy of their signed and stamped tour permit at least 30 days prior to the Overnight date. Non-scouting groups are required to submit a signed copy of the Acknowledgment Letter, available on the Museum's website, at least 30 days prior to the Overnight date.
- d) The Roster of Participants form should be submitted 14 days before the group's Overnight. This form is available on the Museum's website.
- e) Upon arrival, three items are required. The group leader must submit the following:
- Signed copies of the Waiver of Release and Liability Agreement for the group (a separate form for every person participating). The Waiver of Release and Liability Agreement may be found on the Museum's website.
 - Completed Medical Condition Forms, also available on the Museum's website, for any participants with serious medical conditions.
 - The balance due is payable upon arrival, by check or money order, to the Wisconsin Maritime Museum.