

Guidelines for proposing REMS visits

1. Look at the previous visit lists, which are printed below, both for ideas and to check that your suggested visit hasn't been done within the last year.
2. Discuss your proposal with the visit secretary and agree a provisional date.
3. Sort out the visit logistics.
4. Create a draft flyer using the standard form, which the visit secretary will send you.
5. Include in the flyer the following points:
 - a. Meeting point and start time suggestions
 - i. try to avoid rush hour travel;
 - ii. if possible, find a place to meet half an hour before the start for coffee and toilets;
 - iii. if possible, don't start the actual visit before 11 am in London;
 - b. Description of the visit and any constraints (e.g. lots of walking, steep ascents, stairs, etc.);
 - c. Host point of contact, if appropriate;
 - d. Recommended travel arrangements, possibility of public transport and meeting at station;
 - e. Instructions for late comers to join the visit;
 - f. Lunch arrangements, if morning and afternoon visit;
 - g. Toilet facilities during the visit;
 - h. Cost and any limit on numbers;
 - i. Request any information required from attendees (e.g. security arrangements, lunch booking, menu choice, etc.)
6. Make a provisional booking (REMS will pay for any deposit).
7. Tell the visit secretary whether the host needs paying prior to the visit or on the day and agree how REMS will pay for this cost.
8. The visit secretary will send a list of attendees at least a week before the visit and inform of any cancellations after that.
9. On the day of the visit:
 - a. Tick people off as they arrive;
 - b. Make a note of people, who didn't come and inform the visit secretary;
 - c. Where appropriate, verbally thank the guide/host on behalf of the members or ask someone else to do so;
10. After the visit, where appropriate, write an email or letter of thanks to the guide/host or ask the visit secretary to do so.

| 2010 | 2009 | 2008 |
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| At Home – A Miscellany | At Home on Meteorology | January At Home |
| National Measurement Office & Kneller Hall | Heathrow Terminals 4 & 5 | St Paul's Cathedral |
| National Physical Laboratory | Hackney Empire & Sutton House | Vintners' Hall & Guildhall Library |
| Lambeth Palace & National Theatre | Bletchley Park | Astrium, Stevenage |
| London Loop Walk 10, 11, 12 & 13 | Thames Water | Brooklands Museum, Weybridge |
| City of Oxford Visit | London Loop Walk 5, 6, 7a, 7b & 8 | Apothecaries Hall & London's Bridges |
| John Wesley's Chapel & House | Cobham Hall | A guided walk from Kings X to Euston |
| Capital Ring Walks 3 & 4 | Sizewell Nuclear Power Station | Royal Chelsea Hospital |
| East Malling Research | Mullard Space Science Laboratory | London Transport Museum, Acton |
| Hampton Court Roof | City Banking Halls | Tate Britain & Tate Modern Galleries |
| Olympic Park & Mill House | Royal Society & Royal Opera House | London Loop Walks 1, 2, 3 & 4 |
| Royal College of Physicians & Regents Park Walk | At Home on Telescopes | Henley Rowing Museum & river trip |
| Sherlock Holmes Walk | Dorney Court & Kedermister Library | Blackmore Nursery & Gilbert White's Museum |
| Blenheim Palace | Lincoln's Inn & Sir John Soane's Library | Wilton's Music Hall |
| Jane Austen, Chawton & Winchester | Houses of Parliament & Westminster Abbey | RAL Space Department |
| | Buckingham Palace & Royal Mews | Basing House & Archaeological Dig |
| | Charleston Farmhouse & Monk's House | Royal Society & Royal Opera House |
| | 3 day visit to Bath | City Churches, Broadgate & Barbican |
| | RFU Twickenham & Marble Hill House | Historic Richmond Walk |
| | Lord Rayleigh's Laboratory | July At Home - Food & Related Matters |
| | Windsor Castle | BedZED |
| | Herstmonceux Observatory & Castle | Queen Elizabeth's Hunting Lodge & Copped Hall |
| | Capital Ring Walk 1 & 2 | A Sherlock Holmes Walk |
| | Camden Town Walk | Mansion House |
| | Glyndebourne | Secret Nuclear Bunker |
| | Visit to Oxford and OUP | Visit to Darmstadt, Germany |
| | | Ford, Southampton |
| | | Diamond Facility & ISIS |
| | | River Walk, Hampton Ct. to Richmond |

Guidelines for proposing REMS visits

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| | | St Pancras Station & Wembley Stadium |
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| 2007 | 2006 | 2005 |
|---|---|---------------------------------------|
| January At Home | The Lambeth Walk | MTH |
| Goldsmiths' Hall | Bevis Marks & Lloyds | RAL ISIS |
| Paddington Walk | Aylesford Newsprint | Taplow & Cookham |
| Butchers' Hall and surrounds | Wet Lands | Clerkenwell Walk & Museum of London |
| East end Whitechapel Bell Foundry | Westminster - Piccadilly | London Guildhall & Art Gallery |
| Spenser House | London Livery Companies | Renewable Energy Sources |
| The Magic Circle Experience | Chatley Heath Semaphore Tower & Cobham Bus Museum | Spitalfields |
| Old Operating Theatre & Herb Garrett | Windsor Park Walk | Guildhall |
| Spencer House | Portsmouth Historic Dock Yard | Regents Park Mosque |
| Dover Castle and Dover Museum | Lavenham | Archaeology Walk |
| Eric Wall & Wetland Centre, Arundel | Lullingstone Castle | Royal Institute of Great Britain |
| Royal Hospital Chelsea | Michelham Priory near Hailsham | RAL Central Laser Facility |
| St Thomas Hospital's Old Operating Theatre | At home Power generation | Mini spring break, Beaulieu Hampshire |
| Halls of the Livery | Mullard Radio Astronomy | Chartwell |
| The Magic Circle | Didcot Power Station & Pendon Museum | Sherlock Holmes Walk |
| Old Warden | Toulouse | Epping Forest |
| Drapers' Hall | Empty House Walk | Ramble from Erith |
| Royal Gunpowder Mills | T5 Heathrow | Historic Guildford |
| A Tudor Mansion | Southwark Cathedral & Fire Brigade | Leeds Castle |
| Assay Office | Dockyard at Chatham | Globe Theatre |
| RHS Wisley Gardens | St Pancras Library | Fishbourne Roman Palace |
| July At Home | Lambeth Walk | Surrey Satellite Technology Ltd |
| Wakehurst Place Gardens and seedbank | Whitechapel Bell Foundry | Ightham Mote 14th Century Manor House |
| Apothecaries Hall | Inca Digital Printers | REMS Urban Ramble |
| City Churches | | Globe Theatre |
| NIMR | | Danson House & The Red House |
| Nature | | Linley Sambourne |
| Mount Vernon Hospital | | SIRA |
| AWE, Aldermaston | | Military Intelligence Museum |
| Watermen's Hall & St. John's Gate | | |
| Arsenal Stadium & Canal Museum | | |
| Arches & Architecture – a walk from Kings X to Euston | | |

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| 2004 | 2003 | 2002 |
|-------------------------------------|---------------------------------------|---|
| Alexander Fleming penicillin Museum | “Longitude” | British Museum |
| Thames Barrier | “Flying in the Dark” | Kirkaldy Testing Museum |
| Hitchin British School | Lloyds | Canal Museum & Family Record Centre |
| Canary Wharf | Bletchley Park | Met Office and QinetiQ Farnborough |
| Windsor | Swanich ATC | BBC TV Weather Centre |
| Jet | Artillery House | Bentley Priory |
| BBC and programme | British Engineerium and Preston Manor | Palace Theatre, Cambridge Circus |
| Weald and Downland Open Air Museum | Southampton Oceanic Centre | Met Office Instruments |
| CERN | Windsor & Eton | AWE |
| BBC tech | South Side House & Wimbledon Common | Finchcocks Piano Museum |
| Epping Forest | Rangers House | Royal Opera House |
| Charles Darwin Museum | Jet | NMRC and Steam Swindon |
| Jubilee River | Amoury House | OU History of Science Museum & punting |
| Blue Bell Railway | ICL | Summer Gathering |
| Eltham Palace | Stockwood Park Luton | “Max Born” |
| Ashley House Wellington Arch | At Home-Summer | “The Changing Face of Art” |
| Gorhambury House St Albans | The Technique of Conducting | UKAEA |
| Clarendon Oxford | Bells and Bell Ringing | “Past, Present and Future of the Cyclotron” |
| Reading ESSC | Music to your Ears | “David Hockney’s Investigations of Artists’ Aids” |
| Waverley boat trip | Memories of the Antarctic | Capel Manor College and Myddelton House, Enfield |
| Royal Free | Jubilee River & Savill Gardens | Kew and boat ride |
| Archaeology Walk | Royal Gunpowder Mills Waltham Abbey | Woolwich Arsenal |
| Haberdasher Boys | Denbies Wine estate Dorking | Milestone Museum Basingstoke |
| Science museum Blythe House | Hays Galleria, Tower Bridge | Organ Museum in St Albans & Mosquito |
| Royal Holloway | City Airport | College of Arms |
| Middle Temple & London Metro | Guards Museum, Queens Gallery | Optoelectronics Research Centre Southampton |
| | Glyndebourne | City Airport |
| | Peter the Great Walk | University of Herts including Observatory |
| | Astrobiology at Open University | Lloyds |
| | Mansion House | |