

School Field Trip Reservation Form

Person Making Reservation:			
School Name:			
Address:			
Phone:	Fax:		
Contact Email Address:	Pri	ncipal's Email A	Address:
Lead Teacher for Trip (this pe	erson should be attending on the o	day of trip):	
Cell Phone (used only for emergen	ocies):		
Our group requires special ac	commodations.		
Basic Information			•
Choice of Dates: 1st			
Ticket Type (check one):	Day Pass (4hrs) - \$10	.50	Extended Day Pass (4+hrs) - \$14.00
Total # of Students	Total # of Adu	Its (Teachers +	Chaperones)
Grade Level(s)	Arrival Time D		arture Time
We have chaperones that w	ill be using their OSC m	embership Ye	es No
			ship towards field trip admission. A copy of the mberships cannot be applied towards student
Program Options		Lunch Options	
Discovery Lab, Film, and Exhibits		Lunch:	We will bring our own lunch.
Lab Topic:			We would like to purchase lunch.
Exhibit preferences:			Boxed lunches are \$6.25 each. Please see
Exhibit scheduling is based on availabili exhibit options.	ty. See Educator's Guide for		Subway Order Form for lunch options.
• Exhibit I:			Orders must be received 2 weeks prior to
• Exhibit 2:			your field trip date
• Exhibit 3:			
OR		Location:	Park (Outdoor, picnic-style area)
Live Show, Film, and Exhibits			Club House (Seating capacity 156)

A 20% non-refundable deposit or \$50 (whichever is greater) is required to book a school field trip. The deposit must be received by Orlando Science Center's reservation department within two weeks of booking your reservation. If your deposit is not received at this time, your reservation is subject to cancelation. If you are booking a trip within two weeks, the deposit is due at time of booking. All cancelations made two weeks or more from scheduled field trip date will receive a refund of collected monies minus the non-refundable deposit amount. No-shows and cancelations made less than two weeks prior to the field trip date will forfeit their refund. Cancelations made prior to receipt of the non-refundable deposit will be invoiced for a cancelation fee equal to the original deposit amount.

Please email this form to classes@osc.org or fax to 407-514-2067. Your reservation is not complete until you receive an email confirmation.