

Field Trip Reservation Form

CONTACT INFORMATION

Person Making Reservation: _____

School / Organization Name: _____

Address: _____

Phone: _____ Contact Email Address: _____

Lead Point of Contact for Trip (this person should be attending on the day of trip): _____

Cell Phone (used only for emergencies): _____

BASIC INFORMATION

Choice of Dates: 1st: _____ 2nd: _____ 3rd: _____

Ticket Type: Day Pass (4 Hours).....\$13.00 per person

Extended Day (4+ Hours).....\$15.50 per person

Total Number of Children: _____ Grade Level(s): _____

Total Number of Adults (Employees or Staff + Chaperones): _____

Arrival Time: _____ Departure Time: _____

We are arriving by: Bus Car SunRail Other: _____

Garage parking is offered for groups arriving by car on a first come, first served basis. Parking is \$5.00 per vehicle.

We have chaperones that will be using their OSC membership: Yes No

Chaperones with a valid Orlando Science Center membership may apply their membership towards field trip admission. A copy of the membership card and photo ID will need to be presented during field trip check-in.

Our group requires special accommodation: Yes No

PROGRAM OFFERINGS

Live Show, Film, and Exhibits

OR

Discovery Lab, Film, and Exhibits

Lab Topic: _____

LUNCH OPTIONS

Lunch: We will bring our own lunch.

We would like to purchase lunch.

Orders must be received two weeks prior to your field trip date.

Location: Club House (Indoor, cafeteria-style area)

Park (Outdoor, picnic-style area)

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. If you are booking a trip within two weeks, the deposit is due at time of booking. A cancellation fee equal to the non-refundable deposit amount will be applied to all groups requesting cancellation after the field trip confirmation has been sent by the Orlando Science Center. All cancellations made two weeks or more from the scheduled field trip date will receive a refund of collected monies minus the cancellation fee. No-shows and cancellations made less than two weeks prior to the field trip date will forfeit their refund.

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.