

Organization Field Trip Scheduling Form

Please complete the following form and email it to mgillen@greatex.org or fax it to
727-823-7287 ATTN: Scheduling Coordinator.

Instructions: Place your cursor in the first blue box. Navigate to the next box by pressing "Tab." If emailing, please save the file as your school's name.

Organization Name: _____

Address: _____ **City:** _____ **State:** _____ **Zip:** _____

Field Trip Contact: _____ **Phone:** _____

Email address (required): _____ **Alternate email (recommended):** _____

Three dates for your trip, in order of preference: 1st _____ 2nd _____ 3rd _____

***Arrival Time: (10AM-2PM):** _____ **Grade level(s):** _____

Number of Children: _____ **Number of chaperones:** _____

Please initial in the following box to acknowledge our field trip policies:

_____ You must have at least 1 chaperone (18+ years) for every 10 children.
These chaperones are admitted at no charge. Additional chaperones will be charged \$6.00 each. If additional chaperones are required for the safety of the group we will provide additional chaperones at a fee of \$25.00 each.

***Field trips last 2 hours with an Educational Assembly from the stage area included.**

***Field Trip fee is \$6.00 per child (a minimum fee of \$75.00)**

***During the summer months we do not have any area for lunch**

***For the safety of our guests, we reserve the right to terminate your trip if we determine that children or chaperones are behaving in an unsafe manner.**

***Your field trip is not confirmed until a confirmation email with confirmation number is received.**

_____ **Name of the individual accompanying the group**