

# FIELD TRIP RESERVATION

\*Group rates only apply to groups of 15 visitors or more



Before submitting this form, please fill out and review all information. Incomplete forms will be returned and will not be processed until complete. Due to limited availability, this form should be submitted as soon as possible.

School Name: \_\_\_\_\_

School District: \_\_\_\_\_

Address: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Desired Trip Date(s): \_\_\_\_\_ Grades/Age Group: \_\_\_\_\_

Desired Arrival Time: \_\_\_\_\_ Desired Departure Time: \_\_\_\_\_

Will You be having lunch at the aquarium? **Yes** or **No** What Time? \_\_\_\_\_

Is the organization tax exempt? **Yes** or **No** (Tax exemption form must be submitted 5 days prior to visit)

## Visitor Count: (rates do not include 6% sales tax)

# \_\_\_\_\_ Children (\$12.95) # \_\_\_\_\_ Chaperones (\$15.95)

# \_\_\_\_\_ Aides/Nurses (\$12.95) # \_\_\_\_\_ Teachers (Free)

If anyone in the group required special accommodations, please let us know as soon as possible by contacting [events@electriccityaquarium.com](mailto:events@electriccityaquarium.com) or 570-507-1902.

## Additional Options:

\_\_\_\_\_ Lunch area for up to 50 visitors. Groups over 50 will require multiple lunch times. (Must book at least 3 weeks in advance to guarantee a time slot.)

\_\_\_\_\_ Attend complimentary 15-minute Educational programs

\_\_\_\_\_ Gift shop time included in your schedule.

\_\_\_\_\_ \$150— Up-close Educational Presentation- Your group will meet and learn about 3 of our animal ambassadors for 30 minutes. (Max capacity 75 people)

Signature \_\_\_\_\_ Date \_\_\_\_\_

# Please review these rules with all visitors to the Electric City Aquarium and Reptile Den prior to your visit to ensure a fun and safe visit.

## General Guidelines

- No outside food or drink is allowed inside our facility. We have 2 storage lockers for lunches and other food and drink items.
- Using flash photography is prohibited for the safety of the animals.
- Tapping, hitting and/or leaning on the glass of the enclosures is strictly forbidden.
- No running
- No climbing on rocks and/or jumping off of them
- Voices must be kept at an indoor level; no loud noises or screaming will be tolerated.
- All visitors must follow the rules of the touch pools: rinse hands before, no picking up animals, and no touching eyes or tails.
- **3 Strike Rule:** We will give visitors 2 warnings if any of our rules are broken. If a 3rd rule is broken, that visitor will be asked to leave the aquarium and they will have to sit outside of the facility with a chaperone.

## Chaperone Guidelines

- We want the children as well as the chaperones to have a great experience during their time with us. In order to ensure that happens, chaperones are asked to follow the proper chaperone behavior guidelines. Thanks for being great chaperones!
- **Proper Chaperone Behavior:** enjoys the aquarium and helps their designated students; is in control of their students and corrects any bad behavior; are always accompanying their students throughout the facility.
- **Improper Chaperone Behavior:** more focused on their phone than on their assigned students; lets their students run around, scream and bang on enclosures; leaves their students unattended.

## Gift Shop Bag Policy:

- One reliable chaperone or teacher must be designated as the gift shop bag point person prior to arrival.
- Your group will have a collection box or bag provided if you do not bring your own.
- Any child making a purchase in the gift shop must be accompanied by a chaperone.
- Once the purchase is made, the bag must have the child's name written on it.
- All bagged purchases must be collected by the designated chaperone and placed in the collection box or bag before returning to the aquarium or reptile den.
- Collection receptacle can be kept in the metal lockers or the designated chaperone can deliver it to the bus/vehicle.

I, \_\_\_\_\_, hereby acknowledge that I have read and understood all rules and regulations as put forth by the Electric City Aquarium and Reptile Den.

Signature \_\_\_\_\_ Date \_\_\_\_\_