



Stars & STEM Order Form

Name of School/Group _____ School Group Non School Group

Coordinator Name _____

Address _____

City _____ State _____ Postal Code _____

Phone _____ Email _____

Contact Name on Date of Event _____ Cell Phone _____

Participant Information	Credit Card Information (Required for Reservation)
First Choice Date: _____ Second Choice Date: _____ Select current grade level and list the number of students K-2 # of students _____ 3-5 # of students _____ 6-8 # of students _____ 9-12 # of students _____ Total Students _____ @ \$59.95 each Total Adults _____ @ \$59.95 each Order Form must be received by 6/12/18 to receive \$5 discount per ticket	Name on Card _____ Card Number _____ Expiration Date _____ CID _____ Card Type: <input type="checkbox"/> Visa <input type="checkbox"/> MasterCard <input type="checkbox"/> Discover <input type="checkbox"/> American Express Discount code _____

Additional Program Options

Optional Meal Tickets: _____ @ \$9.95 (Value meal) _____ @ \$11 (Super meal - Additional meal choices. Ask for details)

Neutral Buoyancy Laboratory Tour Tickets (Time Options: 9 a.m., 10:30 a.m., noon, 1:30 p.m., 3 p.m.)
 _____ @ \$7 Date of Tour _____ First Choice Time _____ Second Choice Time _____

If the NBL is part of your first day visit, a 3 p.m. tour will make you miss check-in. If the NBL is part of your second day visit, the tram will prevent you from making a 9 a.m. or 10:30 a.m. NBL Tour. Tours are available based on facility and staff availability.

The Neutral Buoyancy Laboratory is not on Space Center Houston property and transportation to the facility is the responsibility of the group. Each vehicle (maximum of 4) is required to display a NBL tag to access the facility. These tags are to be picked up from the Reservations office 30 minutes prior to your tour. You will be contacted prior to your visit with directions to the facility.

The NBL has a limit of 50 people allowed in the facility at a time. If your group is too large, you will need to select multiple tour times.

Please read carefully:

- A credit card must be used to secure a reservation. The credit card used for this reservation will automatically be charged six (6) weeks prior to the event date if an alternate form of payment for the balance has not been received. The order will automatically be canceled if the credit card is declined and another form of payment has not been arranged.
- Final payment AND final number of participants are due six (6) weeks prior to the event date. Space Center Houston reserves the right to cancel any reservation if final payment and signed order form have not been received six (6) weeks prior to the event date.
- No refunds will be issued after six (6) weeks prior to the event date. This is necessary due to the amount of staff scheduled, food being prepared and the materials ordered. For this reason, there are no full or partial refunds provided.
- Cancellation of your visit must be received in writing no later than six (6) weeks prior to the event date.
- Any changes in group size must be received by Space Center Houston reservations no later than six (6) weeks prior to the event date. Refunds will not be issued if the number of participants decreases within six (6) weeks of the event date.
- **I understand that Space Center Houston is NOT responsible for the medical or emergency information in regards to Stars & STEM program participants. Chaperones are responsible for and MUST have access to the necessary medical and emergency information for each participant for the duration of their participation in the Stars & STEM program.**

Sign _____ Date _____

Complete the order form and email to reservations@spacecenter.org; fax to +1 281-283-4766; mail to Space Center Houston Reservations, 1601 NASA Parkway, Houston, TX 77058; or call Space Center Houston at +1 281-283-4755.