

FIELD TRIP ORDER FORM



Office Use Only	Initials _____	Date Received _____	Order # _____
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- To be eligible for the Pay in Advance Group Rate (\$10.95/person), a minimum purchase of twenty (20) tickets must be made and paid for one (1) week or more in advance.
- To be eligible for the Pay on Arrival Group Rate (\$12.95/person), a minimum purchase of twenty (20) tickets must be made 24 hours or more in advance and paid for upon arrival.
- For every twenty (20) tickets purchased, your group will receive one (1) FREE ticket.
- **Cancellation Policy:** All tickets are non-refundable. In case of cancellation, tickets are valid 1 year from purchase date.

GENERAL INFORMATION

School Name _____	Date of Visit _____	Arrival Time _____
Contact Name _____	Address _____	*For seasonal hours, see spacecenter.org/calendar
City _____	State _____	Zip _____
Phone # _____	Alternate Phone # _____	
Email Address (Confirmation email will be sent here.) _____	School Tax ID Number _____	District Name _____

What grade(s) do you teach? Pre-K K 1 2 3 4 5 6 7 8 9 10 11 12

What subject(s) do you teach? Math/Science Language Arts Social Studies Other _____

ADMISSION TICKETS

Ticket Type	Price per Person	Quantity	Total
Pre-Paid Group Tickets Orders prepaid one (1) week or more in advance. Group minimum: 20	\$10.95		
Pay on Arrival Group Tickets Reservation required 24 hours prior to visit date. Group minimum: 20	\$12.95		
Complimentary Tickets One (1) free admission ticket for every 20 prepaid tickets purchased	Free		
Total Cost of Admission Tickets			

MEAL TICKETS

Ticket Type	Description of Meal Options	Price per Person	Quantity	Total
Value Meal	Choice from the following: <ul style="list-style-type: none"> 3 Piece Chicken Tenders (choice of Fries, or Whole Fruit) - Backyard Bird Cheeseburger Meal (choice of Fries, or Whole Fruit) - Grill Shack Hot Dog Meal (choice of Fries, or Whole Fruit) - Grill Shack Grilled Chicken Sandwich (choice of Fries, or Whole Fruit) - Backyard Bird 2 Slices of Cheese or Pepperoni Pizza - Pizza Station Garden Salad - Earth's Bounty All the above include a 20 oz. Fountain Beverage.	\$9.95		
Super Meal	Choice of any Meal option at Grill Shack, Backyard Bird, Global, Pizza or Earth's Bounty. Includes a 20 oz. Beverage.	\$11.00		
Total Cost of Meal Tickets				

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FIELD TRIP ENHANCEMENTS (optional)

Select 2 or more times if applicable. Must be booked 3 or more weeks in advance.

Enhancement Type	Participants		Select Time(s)	Price per Person	Quantity	Total
	Min	Max				
Starship Gallery Tour (Gallery Only)	20	30	<input type="checkbox"/> 10:15 <input type="checkbox"/> 11:45 <input type="checkbox"/> 13:15	\$5.00		
Neutral Buoyancy Lab (NBL) Tour* (Arrival time at Reservations Office)	20	50	<input type="checkbox"/> 9:00 (8:30) <input type="checkbox"/> 10:30 (10:00) <input type="checkbox"/> 12:00 (11:30) <input type="checkbox"/> 1:30 (1:00) <input type="checkbox"/> 3:00 (2:30)	\$10.00		
Robotics (Arrival time at Guest Services)	15	25	<input type="checkbox"/> 9:00 (8:30) <input type="checkbox"/> 10:30 (10:00) <input type="checkbox"/> 12:00 (11:30) <input type="checkbox"/> 1:30 (1:00)	\$7.00		
Rocket Design (Arrival time at Guest Services)	15	25	<input type="checkbox"/> 9:00 (8:30) <input type="checkbox"/> 10:30 (10:00) <input type="checkbox"/> 12:00 (11:30) <input type="checkbox"/> 1:30 (1:00)	\$7.00		
Virtual Reality (Arrival time at Guest Services)	15	25	<input type="checkbox"/> 9:00 (8:30) <input type="checkbox"/> 10:30 (10:00) <input type="checkbox"/> 12:00 (11:30) <input type="checkbox"/> 1:30 (1:00)	\$7.00		

***Notes on Neutral Buoyancy Lab (NBL) Tours:**

Total Cost of Field Trip Enhancements

- NBL Tour groups must check in at the Space Center Houston Reservations Office 30 minutes before time of scheduled tour.
- Limit of 50 participants per NBL Tour. Groups larger than 50 must select more than one tour time.
- The NBL facility is a 20-minute drive from Space Center Houston.
- Transportation is the responsibility of the group.
- Students must travel in a bus.
- Maximum of 4 additional vehicles allowed on the NBL grounds.

TOTAL PAYMENT DUE:

(added from all Total Cost fields)

PAYMENT METHOD (no purchase orders)

- Company Check (No personal checks)
 Pay on Arrival (\$12.95)
 Visa
 American Express
 MasterCard
 Discover

CREDIT CARD INFORMATION

Name on Card

Card #

Expiration

METHOD OF DELIVERY

Pick up in person – free Name of person picking up: _____

Emailed – free Email Address if different from above: _____

Note: Meal tickets cannot be emailed but may be picked up in person on the day of the field trip.

Shipped (\$20.00) Mailing Address if different from above:

**Upon receipt of your registration form, a confirmation email will be sent to you. Call us at 281-283-4755.
 Email form to reservations@spacecenter.org or fax form to 281-283-4766.**