

FIELD TRIP ORDER FORM



Office Use Only	Initials _____	Date Received _____	Order # _____
------------------------	----------------	---------------------	---------------

- 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 _____ <i>*For seasonal hours, see spacecenter.org/hours</i>
Contact Name _____	Address _____	
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			

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"/> 13:00 <input type="checkbox"/> 14:30	\$5.00		
STEM Classroom Experience	15	25	<input type="checkbox"/> 9:00 <input type="checkbox"/> 10:30 <input type="checkbox"/> 12:00 <input type="checkbox"/> 13:30	\$7.00		
Total Cost of Field Trip Enhancements						

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: _____
- 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.**