

# GROUP ORDER FORM



Office Use Only	Initials _____	Date Received _____	Order # _____
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- To be eligible for the Pay in Advance Group Rate (\$15.95/person), a minimum purchase of twenty (20) tickets must be made and paid for at least seven (7) days in advance.
- Tickets added to prepaid orders under seven (7) days and on the date of your visit will be added at the rate of \$17.95 per person, with no additional complimentary tickets.
- To be eligible for the Pay on Arrival Group Rate (\$17.95/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.
- Shipping: There is a \$20 fee to ship tickets. Tickets will be mailed to the address provided.
- Cancellation Policy: All tickets are non-refundable. In case of cancellation, tickets are valid one (1) year from purchase date.

## GENERAL INFORMATION

Group Name _____	Date of Visit _____	Arrival Time _____
		*For seasonal hours, see <a href="http://spacecenter.org/hours">spacecenter.org/hours</a>
Contact Name _____	Address _____	
City _____	State _____	Zip _____
Phone # _____	Alternate Phone # _____	
Email Address (Confirmation email will be sent here) _____	Fax # _____	

Type of Group:  Church  Convention  Corporate  Hotel/Motel  Military  Reunion  Nonprofit/Charity  
 Tour & Travel  Clubs & Associations  Daycare  Homeschool  Other \_\_\_\_\_

## ADMISSION TICKETS

Ticket Type	Price per Person	Quantity	Total
Pre-Paid Group Tickets    Orders prepaid one (1) week or more in advance. Minimum: 20	\$15.95		
Pay on Arrival Group Tickets    Reservation required 24 hours prior to visit date. Minimum: 20	\$17.95		
Complimentary Tickets    One (1) free admission ticket for every 20 prepaid tickets purchased	Free		
Shipping <input type="checkbox"/> Email (Free) <input type="checkbox"/> Pick up (Free) <input type="checkbox"/> Mailed (\$20)	\$20.00		
<b>Total Cost of Admission Tickets</b>			

## MEAL TICKETS

Type	Description of Meal Options	Price per Person	Total Quantity	Total
Child Meal Option 1	<b>Option 1 includes:</b> - Kids sandwich – Choice of Turkey (QTY: _____) or PB&J (QTY: _____) - Bag of Lays potato chips - Bottled soda or water	\$11.91		
Child Meal Option 2	<b>Option 2 includes choice of:</b> <input type="checkbox"/> Baked all-natural chicken tenders with BBQ honey mustard dip, baked home fries & grapes <input type="checkbox"/> All-beef hot dog with veggie sticks & yogurt ranch dip <input type="checkbox"/> Individual cheese or pepperoni pizza with fresh tomato sauce and fruit cup <i>Group must order all the same hot item. Individual orders are not available at this time.</i>	\$12.99		

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Adult Meal Option 1	<b>Option 1 includes:</b> - Choice of cold sandwich* or salad – Sandwich (QTY: _____) or Salad (QTY: _____) - Bag of Lays potato chips - Bottled soda or water <i>*Excluding shrimp options</i>	\$15.77		
Adult Meal Option 2	<b>Option 2 includes:</b> - Choice of 1 hot entrée or 1 hot sandwich (selections change daily) - 1 20 oz. bottled soda or water	\$16.87		
<b>Total Cost of Meal Tickets</b>				

- **Outside food is not allowed inside the center.** We do have a covered picnic and park area adjacent to the guest parking lot, which is available on a first-come, first-served basis. The covered portion seats approximately 75 people and the perimeter seats an additional 50. Coolers and lunches should be stored inside of your buses until it is time to eat. If your bus will be leaving, please arrange a time for it to return to obtain your lunches.
- **Dietary requirements:** Please be aware that items are prepared in a facility handling and preparing with egg, milk, wheat, shellfish, soy, peanut and tree nut products, and other potential allergens. If there is a concern with the dietary requirements/food allergy, please contact a member of the Space Center Houston reservations team who can direct you to any alternative options.
- **Meal order deadline:** Orders must be confirmed a minimum of 10 days in advance of arrival. Orders will be prepared and available for the group in The Food Lab during their designated lunchtime.
- **Meal delivery:** Orders will be prepared and available for the group in The Food Lab during their designated lunchtime.
- **Meal invoicing:** Meals will be invoiced separately. For questions regarding meal tickets and options, please contact Wolfgang Puck Catering at mluna@spacecenter.org or at 281-283-7701.

**TOTAL PAYMENT DUE:**

(added from all Total Cost fields)

**PAYMENT METHOD (no purchase orders)**

- Company Check (No personal checks)    
 Pay on Arrival (\$17.95 rate)    
 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:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Complete the order form and email to [reservations@spacecenter.org](mailto: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.