

Field Trip Order Form



Office Use Only Initials _____ Date Received _____ Order No. _____

- 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.
- To be eligible for the Title 1 School Ticket Rate (\$5.95/person) at least 40% of students must qualify for free or reduced meals, a minimum purchase of twenty (20) tickets must be made and paid for one (1) week or more in advance.
- 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. Field Trip Enhancements must be canceled at least four (4) weeks in advance of the visit date.

General Information

School Name		Date of Visit		Arrival Time	
				View seasonal hours at spacecenter.org/hours	
Contact Name		Street Address			
City	State	Zip Code	Phone Number	Alt. Phone Number	
Email Address (Will receive confirmation email)		School Tax ID Number	District Name		
Check which grade(s) you teach: ☐ Pre-K ☐ K ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ 9 ☐ 10 ☐ 11 ☐ 12					
Check which subject(s) you teach: ☐ Math/Science ☐ Language Arts ☐ Social Studies ☐ Other _____					
Is your school designated as a Title I School? ☐ Yes ☐ No					

Please note that between April 17-May 31 Title 1 school visits must take place Mondays through Wednesdays only. Title 1 status will be verified prior to payment. Title 1 applicants will be notified of the approval application status via email within 10 business days.

Admission Tickets

Office Use Only Initials _____ No. of Paid Tickets _____ No. of Comp Tickets _____

Ticket Type		Price per Person	Quantity	Total
Pre-Paid Group Tickets	Orders prepaid one (1) week or more in advance. Minimum: 20	\$10.95		
Pay On Arrival Group Tickets	Reservation required 24 hours prior to visit date. Minimum: 20	\$12.95		
Title 1 School Tickets	At least 40% of students must qualify for free/reduced meals. Minimum: 20	\$5.95		
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 four (4) or more weeks in advance.

Ticket Type	Participants		Select Time(s)	Price per Person	Quantity	Total
	Min	Max				
Starship Gallery Tour (Gallery Only)	20	30	☐ 10:15 ☐ 11:45 ☐ 1:00 ☐ 2:30	\$5.00		
Planetarium Show	20	30	☐ 10:15 ☐ 11:15 ☐ 12:15 ☐ 1:15 ☐ 2:15 ☐ 3:15	\$7.00		
Total Cost of Field Trip Enhancements						

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Field Trip Enhancements Continued (optional)

Ticket Type	Participants		Select Time(s)	Price per Person	Quantity	Total
	Min	Max				
STEM Classroom Experience* - Foam Rocket Build	15	25	☐ 10:30 ☐ 12:00 ☐ 1:30	\$7.00		
STEM Classroom Experience* - Carbon Capture Challenge	15	25	☐ 10:30 ☐ 12:00 ☐ 1:30	\$7.00		
Based on availability; Education team reviews and confirms.						
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 Number Expiration Date

Method of Delivery

☐ Pick Up In Person (Free) Name of Person Picking Up: _____
☐ Email (Free) Email Address: (if different from above) _____
☐ Ship (\$20) 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 281-940-8564.