



SCHOOL TOUR & OUTREACH PROGRAM RESERVATION REQUEST FORM

(PLEASE MAKE A COPY OF YOUR RESERVATION FORM)

Teacher/Tour Coordinator Name (Please print) _____

School and Room # _____

Address _____ City _____ Zip _____

Contact/Work # _____ E-mail _____

PLEASE E-MAIL COMPLETED RESERVATION FORM(S) TO: aransom@poway.org OR FAX TO: 858/668-1231

SCHOOL TOURS (IN BLUE SKY) AVAILABLE WEDNESDAY AND FRIDAY MORNINGS
FROM 9:00 AM – 11:30 AM:

OUTREACH PROGRAM (IN CLASSROOM) AVAILABLE MONDAY AND FRIDAY MORNINGS

MAXIMUM 30 STUDENTS

FEE: \$6 PER STUDENT (TOUR AND OUTREACH PROGRAM COMBINED)

SCHOOL DISTRICT PURCHASE ORDERS PREFERRED

OUTREACH PROGRAM

Class/Teacher's Name (One class per box, please)	Average Age of student	Requested Date	Number of students	Total Fee Due

TOUR PROGRAM

Class/Teacher's Name (One class per box, please)	Average Age of student	Requested Date	Number of students	Total Fee Due

CANCELLATION POLICY

Occasionally, due to unforeseen circumstances, a program may have to be canceled. The school's tour coordinator will be notified. **If a school cancels a visit, no fees will be refunded if the program is cancelled within three (3) business days of the scheduled tour date. **

RAIN POLICY: Please check the following website at 6:00 pm on the evening prior to your school tour in Blue Sky:

<http://forecast.weather.gov/MapClick.php?CityName=Poway&state=CA&site=SGX&textField1=32.9628&textField2=-117.035&e=1>

The school tour will automatically be cancelled if the prediction for precipitation is 50% or more. To reschedule please call (858) 668-4781 or email aransom@poway.org.

CHECK THIS BOX TO CONFIRM THAT YOU ACCEPT THE CANCELLATION POLICY Date _____

FOR OFFICE USE ONLY

FORM OF PAYMENT: Purchase Order Amount _____ Number _____
 Cash Amount _____
 Check Check # _____

Received by: _____ Date _____