

School Field Trip Form

Only valid during operating months of the 2018-2019 school year



Reservation Overview

Thank you for considering the Erie Zoo for your school field trip. To ensure a quality experience for all of our guests, we ask that each school group complete a registration form at least **3 weeks prior** to your planned visit. In order to receive the school rates, you must have a **minimum of 10** paying people. These rates only apply during the operating months of the school-year. For any visits outside of the regular school year, groups must use the regular group form on our website.

Who's eligible for school field trip rates?

-  Licensed Pre-K - 12 Schools
-  Colleges

ADVANCED SALE- Pay in Advance

- ✓ Please be sure to complete ALL sections and send this form with payment **3 weeks prior** to your desired trip date. **This is the official reservation of your visit.**
- ✓ Groups who pay in advance will have a quick and smooth entrance to the zoo through the activity center gate near the tiger striped-door in the front of the zoo.
- ✓ Advanced sale groups will receive wristbands to be worn by participants for admission and rides, which are to be worn before arriving to the zoo.
- ✓ If you are unable to meet the 3-week deadline to pay your fees, still send in your registration form. We can schedule an appointment to pick up your bands and pay in person. **Please call to schedule an appointment.**

Pay Upon Arrival

- ✓ Please be sure to complete the contact information and estimated attendance sections and email or fax this form **3 weeks prior** to your desired trip date. **This is the official reservation of your visit.**
- ✓ Report to the Education Entrance (tiger-striped door) to finalize numbers and pay for your visit upon arrival.
- ✓ Keep in mind, the ADVANCED SALE option is preferred. It will provide you with a quicker entrance.

Group Sales Contact Information

Mackenzie Smith
Visitor Service Supervisor
msmith@eriezoo.org
PO Box 3268 Erie, PA 16508
Phone (814)864-4091 x222
Fax (814)864-1140



Admission Rates

Adults (Ages 13 and over)	\$5.00
Children (Ages 2-12)	\$4.00

Ride Rates

Safariland Train (Ages 2 and up)	\$2.00
Wildlife Carousel (Ages 2 and up)	\$2.00

Educational Opportunities

If you wish to experience an educational program or tour, please visit our website at www.eriezoo.org, call us at 814-864-4091 Ext. 247, or email Kim Bowes at kbowes@eriezoo.org. Programs start as low as \$35 and follow the PA State Standards for education. All educational programs must be pre-arranged by contacting the Education Department.

Things to remember:

- ✓ The train is not guaranteed to run before May or after Labor Day, so please check ahead of time.
- ✓ **All groups must check in at the front of the zoo.**
- ✓ The concession stands, back gate, rides, and gift shop are open weather-permitting.
- ✓ Any extra parents/siblings not paid for will have to pay regular admission at the main gate.
- ✓ **You are eligible for one free chaperone for every 10 paying children.**
- ✓ Extra wristbands may be exchanged for tickets.
- ✓ Children ages 1 and under do not pay admission.
- ✓ **Nurses and bus drivers receive free admission, but you must have them accounted for on the form.**

Required Information:

Please Print Clearly and Mail/Fax/Email To:

Mackenzie Smith
P.O. Box 3268 Erie, Pa 16508
msmith@eriezoo.org
Fax: (814)-864-1140

Date of Visit: _____ Rain Date: _____

Arrival Time: _____ Departure Time: _____

Contact Person's Name: _____

Phone Number: _____

Email: _____

Organization Name: _____

Organization Address: _____

City: _____ State: _____ Zip code: _____

Billing Address (if different or if paying with credit card):

Admission

Adult (ages 13 & up) _____ x \$5.00 = \$ _____

Children (ages 2-12) _____ x \$4.00 = \$ _____

Free Chaperone (1 per 10 children) _____ x \$0.00 = \$ _____

School Nurse _____ x \$0.00 = \$ _____

Bus Driver _____ x \$0.00 = \$ _____

Erie Zoo Members _____ x \$0.00 = \$ _____

TOTAL ADMISSION FEES = \$ _____

Rides

Train _____ x \$2.00 = \$ _____

Carousel _____ x \$2.00 = \$ _____

TOTAL RIDE FEES = \$ _____

Educational Program Fees

TOTAL PROGRAM FEES = \$ _____

All educational programs must be pre-registered

MEAL PLANS

Meal plans **must be pre-ordered and prepaid** for **3 weeks** in advance of visiting. Meal plans are **non-refundable**.

(If you are interested in more than 25 total lunches, please call Bonnie at 814-864-4091 x 225 to check availability)

Box Lunches Include:

6" Wrap- Turkey, Ham or Veggie on white w/cheese, lettuce and tomato

Grapes, animal cookies and an apple juice box

Meals will be available for pick-up at a designated location

Meals

Turkey Wrap _____ x \$5.00 = \$ _____

Ham Wrap _____ x \$5.00 = \$ _____


Veggie Wrap _____ x \$5.00 = \$ _____

TOTAL MEAL FEES = \$ _____

Tax ID Number to avoid sales tax on food: _____

PAYMENT SECTION

- Check # _____ (Made payable to the Erie Zoo)
- Purchase Order# _____ (Groups wanting to be invoiced must present P.O. before the order is processed. Purchase orders cannot be adjusted. If adjustments are needed, you will need a new P.O. or additional funds.)

-  Circle Card Type (We cannot accept American Express)

Please note that card holders name and address needs to be provided in the billing area of the Contact Section.

Card No: _____

Expiration Date: (m/yr) ____/____

Zip Code of billing address: _____

Chip Card: Check if yes

3 Digit Code: _____

Signature: _____

TOTAL FEES DUE = \$ _____



Membership Form to be submitted by the teacher

Teachers: If a student's parents have a membership to the zoo, they can receive free admission on your field trip. We will need all of the information on the form below filled out and returned to us with your registration form. If you choose to do this, there is another form at the bottom of this page that was created to assist you in the process of gathering membership information from the parents of your students. **Memberships run from May 1st - May 1st**, therefore if you are planning a trip after May, please make sure the memberships will be valid by the time your group visits the zoo, otherwise a charge will be required. You are welcome to cut off the form at the bottom of the page to make copies to send to your students or you can use your own method!

School Name: _____

Date of Visit: _____

Erie Zoo Member Name	Member Card #	# of adults visiting from card	# of children visiting from card	Membership Exp. Date

Please cut along the line. The form above must be filled out and turned into the Erie Zoo. The form below can be used to make copies and send home with your students to get their membership information from their parents.

Field Trip Membership Information Form

Parents: If you have a current membership with the Erie Zoo, please fill out the information below.

Please note that no guest passes may be used.

Some memberships may expire on May 1, 2019. Please make sure that yours will be valid on the date of the field trip.

Erie Zoo Member Name	Member Card #	# of adults visiting from card	# of children visiting from card	Membership Exp. Date

Parent Signature: _____