



**FIELD TRIP
CONTRACT AND POLICY FORM**

Name of School/Organization _____

Contact Person (first and last) _____

Contact E-mail _____ Phone _____

Address _____

City _____ State _____ Zip _____

Number of Students _____ Grade Level _____ Number of Adult Chaperones _____
(Must be 18 years or older)

Field Trip Date _____

Arrival Time _____ Departure Time _____

Cancellation Date _____

Cancelled by _____ **Title** _____

Reschedule Date _____

Arrival Time _____ Departure Time _____

Description	Number of Attendees	Price	Sub-Total	Total
Children		\$3.00		
Adults		\$5.00		
Scholarship Granted Separate Application Required				
Internal Use Only			Amount Due	
Deposit Payment Paid by Check# _____ Cash _____ Paid Date _____ Amount Paid \$ _____ Final Payment Paid by Check# _____ Cash _____ Paid Date _____ Amount Paid \$ _____			50% Down Payment	
			Balance Due (50%)	
			Add. Children x \$3.00	
			Add. Adults x \$5.00	
			Total Balance Due	

Policies for Use of SCFECC Facilities

Please read this information carefully and include this form with your payment. We must have a signed copy of this agreement and your down payment on file before your visit begins.

Permission for use of facilities may be granted upon the condition that all rules governing use of the facilities will be followed. PERMISSION MAY BE REVOKED AT ANY FOR FAILURE TO DO SO.

Use of the facilities shall not be granted when for any reason as determined by the SCFECC Board of Directors; such use may not be in the best interest of the SCFECC.

SCFCC reserves the right to request any person or group of people to leave the museum without a refund.

The SCFECC is NOT responsible for accidents, injury or loss of individual property in any of its facilities.

In the event of damage to the building or any of the exhibits, the school/organization will be held financially responsible.

Cancelation and Refunds

Refunds will NOT be given for absent students.

A field trip that is canceled with less than five (5) days notice of the scheduled date will not be refunded. You may either reschedule the field trip or receive credit toward future field trips.

The Exploration Station will be open rain or shine. Field trips canceled by a school representative due to weather will be either rescheduled or a credit will be given toward future field trips. No refund will be issued unless your scheduled date occurs within six weeks of the end of the school year.

Field trips canceled by SCFCC for conditions beyond our control will receive a full refund.

These rules are subject to change by the SCFECC.

Reservations

Application: Any person or group wishing to use the facility must complete an application. If the schedule is clear for the date requested, staff will assign an estimated cost. No application will be accepted without a 50% down payment.

Availability: The Exploration Station is open for field trips on a scheduled basis from 11:00 am to 3:00 pm, Thursday, Friday and Saturday. Please be aware that the Interactive Science Center will be open to the public during these hours.

Fees: Interactive Science Center

\$3.00 per child

\$5.00 per adult

The down payment of 50% must be received with the submission of this contract. The date will not be secured until contract is returned and down payment is paid.

Scheduling

Please contact the Exploration Station to schedule your field trip at least 30 days ahead of date desired to ensure availability.

Contact information: 805.473.1421

Fill out the Field Trip Contract and return with 50% down payment to:

For walk in

The Exploration Station
867 Ramona Avenue , Grover Beach
Hours: Thursday—Saturday 1:00 pm—4:00 pm

Mail

The Exploration Station
P.O. Box 1117, Grover Beach, CA 93433

Please retain a copy for your reference.

The Exploration Station will confirm the Field Trip date and details.

The balance due and any additional children or adults is due upon arrival of the Field Trip.

Arrive on time at the Exploration Station on scheduled Field Trip date ready for fun science!

Please no cell phones.

Grades: All

The science center provides students with an opportunity to investigate, discover, and explore science through hands-on exhibits created to inspire and educate. The Children's Interactive Science Center houses permanent exhibits including displays about the solar system, the human body, weather, electricity and more. Additionally there are rotating science themed exhibits that change throughout the year. Students can spend between 1 hour and 1 ½ hours exploring the Children's Interactive Science Center depending on the age group.

Guidelines

- The Interactive Science Center is best experienced at your and your students own pace. All field trips are self-touring, and a guide will not be provided.
- The ratio of students to adults should be 5 to 1.
- Chaperones must stay with their group of students at all times; they are responsible for the safety and behavior of their group.
- The Exploration Station asks that all food and beverages be enjoyed outside of the Interactive Science Center. There is a park across the street which is available for groups to use for eating lunch or other activities. Please help keep the grounds clean by disposing of all trash.
- No gum, food or drink is allowed in the Interactive Science Center.
- Please instruct your children not to run in the building. Your child's safety is our priority.
- Please instruct your child not to hang, jump or climb on the exhibits. Some of the exhibits may be on loan, so please help us preserve these treasures.

Scholarships

Scholarships information is available upon request.