To Complete This Form...

This form MUST BE PRINTED AND FILLED IN BY HAND to avoid altering formatting and omitting fields.

Step 1: Fill in your schedule request – dates, time, age/grade of participants

Step 2: Check the box of your selected payment method

- Payment is due upon arrival at the Zoo. Please let us know in advance if you will need us to create an invoice.
  - Payment should be provided all-together, not through multiple small payments
- THIRD PARTY PAYMENTS
  - CCE/4-H Afterschool Programs:
    - Please be sure to note on your registration form that you are scheduling through your organization so that we may prepare the invoice properly.
- BOCES, CITI BOCES, CAPC, etc.
  - After completing this form you must either scan/e-mail, mail, or in-person present the form to the 3rd-party organization. Once approved, the 3rd-party will forward your registration to the Zoo.

Step 3: Please fill in your contact information

Step 4: Quote Calculator

...this field is intended for your convenience so you will know what fee to expect for your field trip.

- For every 10 children 1 chaperone enjoys complimentary admission. When completing the Quote Calculator please determine how many complimentary chaperones your group will have based on the quantity of children attending.
  - The Adult Field Trip cost will exclude the number of complimentary chaperones.
  - All aides for special needs individuals receive complimentary admission (1 per person).
- Classroom Programs are an additional option. Details can be found on the final page of this form.
  - Chaperones do not receive complimentary admission for Classroom Programs.
  - Classroom Programs do not qualify for rain dates.

  - If you anticipate that you will need to reschedule please call no less than 3 days prior to your reservation and we will make every effort to reschedule your field trip and programs, however, we cannot guarantee that we will be able to accommodate your rescheduling.
  - If you reschedule your Field Trip less than 1 week prior to your reservation we cannot guarantee that we will be able to reschedule your Classroom Programs.

<table>
<thead>
<tr>
<th>SAMPLE QUOTE CALCULATOR</th>
<th>Quantity</th>
<th>Admission</th>
<th>Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chaperones (1 per 10 children)</td>
<td>3</td>
<td>$0.00</td>
<td>$0.00</td>
</tr>
<tr>
<td>Adult Field Trip</td>
<td>5</td>
<td>$7.75</td>
<td>$38.75</td>
</tr>
<tr>
<td>Child Field Trip</td>
<td>30</td>
<td>$5.50</td>
<td>$165.00</td>
</tr>
<tr>
<td>Adult Classroom Program Program Type: Wild Wonders</td>
<td>8</td>
<td>$7.75</td>
<td>$62.00</td>
</tr>
<tr>
<td>Child Classroom Program Program Type: Wild Wonders</td>
<td>30</td>
<td>$5.50</td>
<td>$165.00</td>
</tr>
<tr>
<td>TOTAL PARTICIPANTS:</td>
<td>38</td>
<td></td>
<td>$430.75</td>
</tr>
</tbody>
</table>

**PLEASE NOTE: THIS FORM DOES NOT GUARANTEE A RESERVATION**

We will e-mail you to confirm the details of your reservation request within 7 days of receipt. Please be prepared to pay upon arrival at the Zoo or request invoice in advance.
Field Trip Request Form

Please fill out this form completely and return to the Zoo via mail, e-mail, or in person at the Zoo’s Admissions desk.

SCHEDULE REQUEST:
Date of Program: ____________________________ 2nd Choice ____________________________ TIME: __________

Age/Grade of Participants: ☐ Pre-K ☐ Adults ☐ K-4th ☐ Families ☐ 5th-8th ☐ Special Needs

(aides receive chaperone admission)

PAYMENT OPTIONS:
☐ 3rd Party Organization (BOCES, CAPC, CCE, etc.) ☐ Phone (315) 755-0893 ☐ Check (payable to “Thompson Park Conservancy”)

3rd Party Information:
Company Name: ____________________________________________ Contact Person: ____________________________________________
E-mail Address: ____________________________________________ Phone Number: ____________________________________________

3rd PARTY MUST SIGN OR STAMP APPROVAL FOR PAYMENT: ____________________________________________

SCHOOL & CONTACT INFORMATION:
Name of School or Group: ____________________________________________
Billing Address: ____________________________________________
City, State, Zip: ____________________________________________
Contact Person: ____________________________________________
Title/Position: ____________________________________________
Phone Number: ____________________________________________ E-mail: ____________________________________________

(sample on front)  (program descriptions on back)

QUOTE CALCULATOR

<table>
<thead>
<tr>
<th>Program Type:</th>
<th>Quantity</th>
<th>Admission</th>
<th>Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chaperones (1 per 10 children)</td>
<td></td>
<td>$0.00</td>
<td>$0.00</td>
</tr>
<tr>
<td>Adult Field Trip</td>
<td></td>
<td>$7.75</td>
<td></td>
</tr>
<tr>
<td>Child Field Trip</td>
<td></td>
<td>$5.50</td>
<td></td>
</tr>
<tr>
<td>Adult Classroom Program</td>
<td></td>
<td>$7.75</td>
<td></td>
</tr>
<tr>
<td>Child Classroom Program</td>
<td></td>
<td>$5.50</td>
<td></td>
</tr>
</tbody>
</table>

TOTAL PARTICIPANTS: ____________________________ TOTAL COST: ____________________________

PLEASE BE PREPARED TO PAY UPON ARRIVAL AT THE ZOO OR REQUEST INVOICE IN ADVANCE.
PLEASE COMPLETE ALL FIELDS AND WRITE LEGIBLY.
Onsite EdZOOcation Programs

During our onsite EdZOOcation programs groups gather in a classroom setting to learn about wildlife biology and ecology through up-close encounters with our Animal Ambassadors. Our programs last approximately 30 minutes and are limited to participation by no more than 25 individuals per session. Programs may be adapted for all age groups.

The New York State Zoo at Thompson Park is proud to present educational programming that meets New York State curriculum standards. Each program includes educational presentations with age-appropriate discussions, concluded with opportunities for Q/A and direct connection with our Animal Ambassadors.

BRIM (pre-K)
Birds, Reptiles, Invertebrates, Mammals
These groups will compare/contrast 4 characteristics of each type of animal including thermoregulation, fur/scales, eggs/live birth, hands-on/hands-off parenting.

Wild Wonders (grades K-4)
These groups will learn about species characteristics, natural behaviors, and how we are all connected through the balance of ecosystems.

Creature Culture (grades 5-8)
These groups will learn about animal adaptations, predator/prey relationships, and conservation initiatives.

For questions regarding scheduling please contact the Guest Experience Coordinator:
Jessica Patterson  •  315-782-6180  •  jessica@nyszoo.org
We also have Guided Tours available through pre-registration. Please e-mail for more details.

**PLEASE NOTE: THIS FORM DOES NOT GUARANTEE A RESERVATION**
We will e-mail you to confirm the details of your reservation request within 7 days of receipt. Please be prepared to pay upon arrival at the Zoo or request invoice.