

FIELD TRIP REQUEST FORM

Please make your reservation *at least* 3 weeks prior to your desired visit date. Please note that you will need to arrive 20 minutes prior to scheduled arrival time. Also note that there must be 1 adult for every 10 students. Adults within this ratio enter free of charge, additional adults pay the student price (with the exception of labs). Payment is due in ONE form of payment at time of visit.

Camp-Ins and/or Groups over 200 students **MUST** call in their reservation to 303.370.6000. Forms that are submitted and apply to these situations will **NOT** be processed. Reservations: M-F, 9am-5pm 303.370.6000

School Information

Please complete the following as accurately as possible.

School Name _____

School Mailing Address _____

City _____ **State** _____ **Zip Code** _____

County _____ **District** _____

Teacher Information

This information should pertain to the teacher accompanying the students to the Denver Museum of Nature & Science. If someone other than the teacher is making the reservation, please make note of this in notes section at the end of the form.

Name _____

Position _____

School Phone Number _____ **Cell Phone Number** _____

E-Mail Address _____

If using your school e-mail, please be sure to check your spam/junk e-mail folder.

Best Method of Contact: **E-Mail** **Phone**

Planning Your Visit

Earliest Arrival Time _____

Latest Departure Time _____

Grade(s) _____

Maximum Number of Students Anticipated _____

Please note that this is extremely important. It can be very difficult on crowded days to accommodate additional students. You will NOT pay for students or adults who are unable to attend the day of.

Maximum Number of Adults Anticipated _____

Again, there must be at least 1 adult for every 10 student; adults over this ratio pay student rates.

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Preferred Date

Confirm transportation is available for your preferred dates before submitting request form. Please note that School Group reservations are unavailable on Free Days.

First Choice Date of Visit _____

Second Choice Date of Visit _____

Third Choice Date of Visit _____

Self - Guided Visit (general Museum visits only)

Shows

IMAX (3D, 2D) and Planetarium shows

IMAX Film

1st Choice Show _____ Time _____

2nd Choice Show _____ Time _____

3rd Choice Show _____ Time _____

Planetarium Show

1st Choice Show _____ Time _____

2nd Choice Show _____ Time _____

3rd Choice Show _____ Time _____

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Classes and Labs

Minimum # Total: **10** Maximum # Students: **30** Maximum # Total: **36**

Please note there is a **\$50** fee for cancellations with less than 2 weeks notice.

Class times are at 9:15am, 10:15am, 11:15am, and 12:15pm; classes are 45 minutes in length.

Classes

1st Choice

Class Name _____ Time _____ Bilingual

2nd Choice

Class Name _____ Time _____ Bilingual

3rd Choice

Class Name _____ Time _____ Bilingual

Lab times are at 9:45am and 11:45am; labs are 90 minutes in length.

Labs

1st Choice

Lab Name _____ Time _____ Bilingual

2nd Choice

Lab Name _____ Time _____ Bilingual

3rd Choice

Lab Name _____ Time _____ Bilingual

Special Exhibits

Temporary Exhibitions

T. Rex Encounter (September 16, 2011–January 8, 2012)

1st Choice

Desired Entry Time _____

2nd Choice

Desired Entry Time _____

3rd Choice

Desired Entry Time _____

Lizards & Snakes: Alive! (February 3, 2012–July 8, 2012)

1st Choice

Desired Entry Time _____

2nd Choice

Desired Entry Time _____

3rd Choice

Desired Entry Time _____

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Financial Assistance

Federal Free & Reduced Lunch Program (FLP):

Schools with 50% or more students on FLP may be eligible for scholarships depending on fund availability.

SCFD Schools:

SCFD Schools qualify for 50% scholarship funding. This is applicable only to Classes, Labs, and Scientists in Action, Monday-Friday. Please note that funding is limited and not guaranteed; reserve early.

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Notes, special accommodations, etc:

E-mail to: DMNSreservations@dmns.org

Fax to: 303.370.6094

Mail to:
RESERVATIONS
2001 Colorado Blvd.
Denver, CO 80205

Call: 303.370.6000

A School Reservation Representative will mail you a confirmation letter within 3 business days of the receipt of this form. Please note that your reservation request is confirmed *only* once you have received this confirmation.

Incomplete forms will not be processed.

Thank you! We look forward to your visit.