



### Field Trip Request Form

To request a field trip date please complete this form and return it to the Field Trip Coordinator, Katrina Jazulin via email at [kjazulin@childrensmuseumstockton.org](mailto:kjazulin@childrensmuseumstockton.org). You will be contacted within 48 hours (during our regular business hours, Wednesday-Sunday) to finalize your reservation. Please note that this form is only a request and is not considered a booked reservation until a final contract is issued.

**\*Please be advised: The Children's Museum of Stockton will remain open to the public during scheduled field trips. No qualifying patrons will be turned away.**

School Name: \_\_\_\_\_ District: \_\_\_\_\_

\*first and last

Lead Teacher's Name: \_\_\_\_\_ Cell/Home Phone: \_\_\_\_\_

Email: \_\_\_\_\_

School Address: \_\_\_\_\_

School Phone: \_\_\_\_\_ Grade Level: \_\_\_\_\_ # of classes: \_\_\_\_\_

# of students: \_\_\_\_\_ # of adults: \_\_\_\_\_ #'s for invoice: Students \_\_\_\_\_ Adults \_\_\_\_\_

Arriving by: \_\_\_\_\_ \*includes teachers, aides & parents \*who is covered in the payment

Bus/Car/Van? \_\_\_\_\_ Payment Type: (students/teachers) \_\_\_\_\_ Are parents/chaperones paying separately? \_\_\_\_\_

Scheduling contact (if different from lead teacher): \_\_\_\_\_

Phone Number: \_\_\_\_\_ Title: \_\_\_\_\_

Email: \_\_\_\_\_

**Please list your top three preferences for date, time and lunch reservations.**

**Timeslots:** Due to the volume of field trips booked, time slots cannot be altered or adjusted.

**Lunch/snack:** A 30-minute lunch or snack may be added to the end of your tour time. The outdoor eating area must be reserved in advance.

#### First Choice

Date: \_\_\_\_\_

Day:

- Wednesday  
 Thursday  
 Friday

Time: 90 minutes

- 9:00am-10:30am  
 11:30am-1:00pm  
 2:00pm-3:30pm

Lunch/Snack:

- Yes  No  
\*after field trip

#### Second Choice

Date: \_\_\_\_\_

Day:

- Wednesday  
 Thursday  
 Friday

Time: 90 minutes

- 9:00am-10:30am  
 11:30am-1:00pm  
 2:00pm-3:30pm

Lunch/Snack:

- Yes  No  
\*after field trip

#### Third Choice:

Date: \_\_\_\_\_

Day:

- Wednesday  
 Thursday  
 Friday

Time: 90 minutes

- 9:00am-10:30am  
 11:30am-1:00pm  
 2:00pm-3:30pm

Lunch/Snack:

- Yes  No  
\*after field trip

Additional comments or information: \_\_\_\_\_