



## School Programs

*Please complete ALL fields and return the form to [bernardc@si.edu](mailto:bernardc@si.edu).*

*All programs are based on availability. Submitting the form alone does not guarantee your reservation. Your program is not confirmed until you receive a confirmation email.*

*Thank you to GEICO for their generous support of FONZ School Programs!*

Today's date: \_\_\_\_\_

Requested program date: \_\_\_\_\_

Alternate date(s) if first choice is unavailable: \_\_\_\_\_

School Programs are primarily available Tuesdays, Wednesdays, or Thursdays. Program(s) can begin as early as 10:15 a.m. Please plan to arrive at the Zoo early enough to accommodate rush hour traffic, a bathroom break upon arrival, and navigating to your program location within the Zoo. Once your program date is reserved, we will be in contact with you to discuss and confirm your program date and times.

*If you will be bringing more students than the program capacity, you will need to schedule back-to-back programs. If you are requesting more than one program on the day of your field trip, please indicate the number or programs you will need to accommodate all of your students.*

<b>_____ Story Safari (Pre-K)</b>	
<ul style="list-style-type: none"> <li>• 45 minute program consisting of a story and lesson in one of the Zoo's classrooms, then a guided walk to see the animal featured in the story</li> <li>• 20 student maximum with at least 5 chaperones</li> <li>• \$60 per program (Title I schools - \$35 per program)</li> </ul>	Desired start time: _____ Total number of students: _____ Number of programs (20 student max per program) : _____

<b>_____ A Habitat is a Home (Pre-K – 1<sup>st</sup> grade)</b>	
<ul style="list-style-type: none"> <li>• 60 minute guided Zoo walk</li> <li>• 20 student maximum with at least 5 chaperones</li> <li>• \$120 per program (Title I schools - \$90 per program)</li> </ul>	Desired start time: _____ Total number of students: _____ Number of programs (20 student max per program) : _____



<b>_____ World Safari (K – 5<sup>th</sup> grade)</b>	
<ul style="list-style-type: none"> <li>• 75 minute guided Zoo walk</li> <li>• 20 student maximum with at least 4 chaperones</li> <li>• \$180 per program (Title I schools - \$100 per program)</li> </ul>	<p>Desired start time: _____</p> <p>Total number of students: _____</p> <p>Number of programs (20 student max per program) :_____</p>
<b>_____ Junior Zoologist (2<sup>nd</sup> – 5<sup>th</sup> grade)</b>	
<ul style="list-style-type: none"> <li>• 60 minute program in one of the Zoo’s classrooms</li> <li>• Up to 20 students with at least 4 chaperones</li> <li>• \$180 per program (Title I schools - \$100)</li> </ul>	<p>Desired start time: _____</p> <p>Total number of students: _____</p> <p>Number of programs (25 student max per program) :_____</p>
<b>_____ Animalisms (2<sup>nd</sup> – 5<sup>th</sup> grade)</b>	
<ul style="list-style-type: none"> <li>• 75 minute guided Zoo walk</li> <li>• 20 student maximum with at least 4 chaperones</li> <li>• \$180 per program (Title I schools - \$100 per program)</li> </ul>	<p>Desired start time: _____</p> <p>Total number of students: _____</p> <p>Number of programs (30 student max per program) :_____</p>
<b>_____ Wildlife Trafficking (6 – 8<sup>th</sup> grade)</b>	
<ul style="list-style-type: none"> <li>• 75 minute guided Zoo walk</li> <li>• 20 student maximum with at least 4 chaperones</li> <li>• \$180 per program (Title I schools - \$100 per program)</li> </ul>	<p>Desired start time: _____</p> <p>Total number of students: _____</p> <p>Number of programs (30 student max per program) :_____</p>

# FRIENDS OF THE NATIONAL ZOO



Do your students have any special needs that would be helpful for us to know about?

Additional notes or questions:

*Please be aware that parking at the Smithsonian's National Zoo is run by Smithsonian Enterprises. If you plan to bring and park a bus during your time at the Zoo you will need coordinate parking with them after your program has been confirmed.*

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School name:

School district:

State:

Is your school a Title I school?

Grade(s):

Number of students:

Contact name:

Contact phone number:

Contact cell phone number (To be used on day of field trip):

Contact email:

Payment method: Payment in full must be received 14 days prior to your program date.

\_\_\_ Credit card - Please call the education office at 202-633-3024 to make payment.

\_\_\_ Check - Please make checks payable to ***Friends of the National Zoo***.

Please be aware that since the Zoo is a federal facility, it typically takes an extra week or two for mail to be delivered. Your check can be mailed to:

Friends of the National Zoo  
Attn: Colleen Bernard, Education Programs Dept.  
PO Box 37012  
MRC 5516  
Washington, DC 20013



Please initial: \_\_\_\_\_ I have read and agree to the cancellation and transfer policies listed below.

## **Cancellations and Rescheduling Policies**

Reservations and full payment must be made 2 weeks prior to the program(s) date. You may pay by credit card or a check made out to Friends of the National Zoo.

### **CANCELLATION POLICY:**

- Cancellations received with more than 2 weeks advance notice from the date of your scheduled program(s) will be refunded in full.
- Cancellations received with less than 2 weeks advance notice from the date of your scheduled program(s) may be eligible to receive a 50% refund.
- Cancellations made within 48 hours of the program, or failure to show up to your program(s), will receive no refund. If the school is participating on a waiver and cancels within 48 hours of the program, they will be ineligible to apply for a future waiver.

**TRANSFER POLICY:** All transfer requests must be received more than 48 hours in advanced of your scheduled program(s) and will be based on availability.

- Transfer requests received with more than 2 weeks advanced notice from the date of your scheduled program(s) will incur a \$25 transfer fee.
- Transfer requests received with less than 2 weeks advanced notice from the date of your scheduled program will incur the \$25 transfer fee, plus an additional fee of 25% of the total cost of your program(s).

### **INCLEMENT WEATHER POLICY:**

Our programs run rain or shine. If the Zoo is closed or if your school is closed due to inclement weather, we will reschedule your group (based on availability) at no cost. If we are unable to reschedule, you will be issued a full refund.

Please contact [bernardc@si.edu](mailto:bernardc@si.edu) or call us at 202-633-3024 with any questions.