

**Field Trip Request Form**

|  |  |
| --- | --- |
| Teacher’s Last Name   | Teacher’s First Name  |
| Teacher’s Contact Phone  | Teacher’s Contact Email  |
| School/Group Name Grade Level/ Age Group  |
| School Address  |
| **Teacher Name(s) for All Teacher(s) Attending for Gold Rush or Print Shop Program:** please include Miss, Ms., Mrs., Mr.  |

**Have you visited us before?** [ ] Yes[ ] No

**If no, how did you hear about our field trip opportunities?**

[ ] Word of Mouth[ ] Public Programs Brochure [ ] Personal Visit to the Museum [ ] Internet

If Internet, please specify where:

  \_

**What Program(s) Would You Like To Schedule?**

**\*Please note, the program participation limits include students, teachers, and chaperones.\***

**Indoor Museum Programs (1 hour each) (Limit of 35 people)**

 [ ]  Gold Rush w/ Gold Panning **(1.5 hrs.)** [ ]  Museum Scavenger Hunt [ ]  Nisenan

[ ]  Head West [ ]  Guided Museum Tour [ ]  May Woolsey

[ ]  Historic Print Shop **(30 minutes)** [ ]  California’s Agriculture [ ]  Anchors Away

 **Outdoor Museum Programs (1 hour each)**

[ ]  Underground Tour (limit of 25 people) [ ]  The Gold Fever! Tour (limit of 25 people)

[ ]  Old Sacramento Scavenger Hunt  [ ] Gold Panning **(30 minutes)**

**How many of each of the following will be attending?** (Minimum 1 adult per 8 students)

|  |  |  |
| --- | --- | --- |
| Students (Minimum 10 Students) | Teachers | Chaperones |
|   |   |   |

 **Preferred Dates & Times For Program(s)**

**Programs available from 10AM-3:30PM**

|  |  |  |
| --- | --- | --- |
| ***1st Preference*** | ***2nd Preference*** | ***3rd Preference*** |
| Date  | Date  | Date  |
| Time  | Time  | Time  |

**Would You Like To Pre-Order Souvenirs For Your Students?**

Items available for pre-order

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Vial of Gold |  Vial of Silver  | Gold Globe | Pencil Sharpeners: 5 types | Collectable Gold Coins:3 types |
| $3.80 | $3.80 | $6.51 | $3.99 | $4.99 |

 Please select item you would like to pre order and the number you want to purchase

|  |  |
| --- | --- |
| Item | Total Number |
| Click or tap here to enter text. | Click or tap here to enter text. |

**Notes or Comments?**

Please note that this is not a confirmation. This request form does not guarantee you the program, date or time requested above. Program is confirmed once you receive an invoice. A $50 deposit is required 2 weeks after you receive the invoice.

**CANCELATION POLICY**- We require a 1-week notice to cancel or reschedule programming. We will not issue a refund for cancelation less than 1 week from the original field trip date. If cancelation occurs less than 1 week before to a scheduled program, you must talk to someone from the education department to confirm your cancelation. **No Shows, No Calls will be charged the full balance in addition to the $50 late fee**.

Sacramento History Museum

ATTN: Education Department

101 I Street

Sacramento, CA 95814

**Zoey Jennings**

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