

**Field Trip Scholarship Application**

**2021-2022 School Year**

**Scholarship will cover all fees for one class and one program at the**

**Sacramento History Museum.**

**School/Organization:**

**School Address:**

**City: State: Zip:**

**Contact Person:**

**Phone: Email:**

**Please check all that apply to school/organization:** [ ]  **Low Income** [ ]  **Title 1**

|  |  |  |  |
| --- | --- | --- | --- |
| **Number of Students** | **Grade Level** | **Number of Teachers** | **Number of Chaperones** |
|   |   |   |   |

 **Applicants MUST send in this form with the Field Trip Request Form to be considered**

**for the scholarship.**

**Please allow two weeks for response. Forms may be submitted via fax, email or mail.**

 **Signature:**   **Date:**



**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?**

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**Museum Programs (1 hour unless specified)**

 [ ]  Gold Rush w/ Gold Panning **(1.5 hrs.)** [ ]  Museum Scavenger Hunt [ ] Gold Panning **(30 minutes)**

 [ ]  Heading West **(1.5 hrs.)**  [ ]  May Woolsey [ ]  Old Sacramento Scavenger Hunt [ ]  Historic Print Shop **(30 minutes)**

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

How many students will be attending? (Minimum requirement of 10 students)

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

Programs available from 10AM-3:30PM

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

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. Payment is required one week before program.

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