



# BOOK YOUR VIRTUAL FIELD TRIP

- Reservations must be made at least 7 days in advance.
- Cancellations, rescheduling, or changes to final class count must be made no later than 14 days prior to your scheduled arrival.
- No refunds or credits will be issued within 14 days of your scheduled arrival date.
- Once you submit your request, a Butterfly Wonderland representative will contact you within 1-2 business days to coordinate your reservation.

Email your completed form to: [education@butterflywonderland.com](mailto:education@butterflywonderland.com) | 480.8003000, ext. 206

## SCHOOL INFORMATION

School Name \_\_\_\_\_

School Phone Number (\_\_\_\_)\_\_\_\_-\_\_\_\_ School District \_\_\_\_\_

School Type: Public / Private / Charter

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

## CONTACT INFORMATION

Name \_\_\_\_\_

Title \_\_\_\_\_

Phone (\_\_\_\_)\_\_\_\_-\_\_\_\_ Email \_\_\_\_\_

## SCHOOL PAYMENT ADMINISTRATOR Person in charge of purchase orders, invoicing, and payment

Name \_\_\_\_\_

Title \_\_\_\_\_

Phone (\_\_\_\_)\_\_\_\_-\_\_\_\_ Email \_\_\_\_\_



*A rainforest experience.*



**CLASS INFORMATION**

Grade Level(s) \_\_\_\_\_

Total Number of Students (30 students max per class): \_\_\_\_\_

Total Number of Classes (max of 3 classes per session): \_\_\_\_\_

**Date request for live session:** Only available on Tues. Wed. and Thurs.

**Preferred Date:** \_\_\_\_ / \_\_\_\_ / \_\_\_\_      **Alternative Date:** \_\_\_\_ / \_\_\_\_ / \_\_\_\_

**Time:** Please circle or highlight at least 1 time slot

10:00 am      10:30 am      11:00 am      1:00 pm      1:30 pm      2:00 pm

**Virtual Meeting Platform for the LIVE Session:** Please circle or highlight

Zoom (PREFERRED)    Google Classroom/Google Meet    Other \_\_\_\_\_

**Form of Payment:** Please circle or highlight

Cash    Credit Card    Business Check\*    Purchase Order

\*If payment is by check no refund will be given

**How did you learn about field trip opportunities at Butterfly Wonderland?**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Are you interested in discount tickets for your school?** Please circle or highlight. Yes / No

**Payment info:**

Please be aware there is an 8.05% tax. Forms of payment are cash, business check, credit card, and purchase order. No personal checks are accepted. We encourage school districts to pay via purchase order to receive an invoice. No refunds on overpayment will be given for dropped numbers the day of visit on pre-written district checks.

