



**BOOKING REQUEST: 2017-2018**

**DUNDAS VALLEY OUTDOOR ENVIRONMENTAL EDUCATION FIELD TRIPS**

Complete Booking Request Form and submit by either Fax or Email to:

- Environmental Education Program Co-ordinator, Hamilton Conservation Authority
- Fax: 905-627- 9722 Phone: 905-627-1233 Email: [hcaenvd@conservationhamilton.ca](mailto:hcaenvd@conservationhamilton.ca)

**Note:**

- Program Cost: \$275 for a half-day, 2 hour program. Based on a maximum of 30 students per class.
- Additional per person fee in effect for classes exceeding the maximum class size
- A \$50 non-refundable deposit (*payable by credit card*) is required at the time of booking.

<b>SCHOOL</b>			
<b>SCHOOL ADDRESS</b>			
<b>TEACHER CONTACT &amp; EMAIL</b>			
<b>SCHOOL PHONE &amp; EXTENSION</b>			
<b>GRADE(S)</b>			
<b>NUMBER OF STUDENTS</b> <i>Additional fees apply for classes exceeding the maximum class sizes.</i>			
<b>MORNING SESSION: (10-12 NOON)</b> <b>PROGRAM CHOICE</b> <i>Please select a back-up program</i>	<b>First Choice</b> <input type="text"/>	<b>Second Choice</b> <input type="text"/>	
<b>AFTERNOON SESSION: (12:30-2:30)</b> <b>PROGRAM CHOICE</b> <i>Please select a back-up program.</i>	<b>First Choice</b> <input type="text"/>	<b>Second Choice</b> <input type="text"/>	
<b>DATE CHOICES</b>	<b>Date Choice #1</b> <input type="text"/>	<b>Date Choice #2</b> <input type="text"/>	<b>Date Choice #3</b> <input type="text"/>
<b>STUDENTS REQUIRING SPECIAL CONSIDERATION</b> <i>Please let us know of any students requiring special consideration. We can then modify our programs accordingly.</i>			

**PLEASE NOTE:**

- Cost is \$275 per class for a half day, two hour program (*maximum 30 students*)
- *Discounts available to schools booking more than two full days of programming.*
- **Cancellation Policy:** *A cancellation fee of \$150 will apply if the school cancels the trip less than three weeks (15 office days) prior to the scheduled field trip and does not re-schedule the date within the same school year*
- **Clothing:** Program participants **are expected** to dress appropriately for the weather & outdoor conditions.

***For safety reasons sandals, moccasins or thin, flat shoes are not recommended. Wear running shoes or hiking boots.***