



<b>OFFICE USE ONLY:</b>	
<input type="checkbox"/>	<b>Invoice/agreement</b>
<input type="checkbox"/>	<b>Date Confirmed:</b> _____
	<b>Staff Initials</b> _____

**SUMMER FIELD TRIP REQUEST FORM**

To schedule your field trip, complete this form and submit it via fax, email, or standard mail. Please print legibly.

**About Your Group**

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

Street Address \_\_\_\_\_

City, State, Zip Code \_\_\_\_\_

School Phone & School Fax \_\_\_\_\_

Your Name/Title \_\_\_\_\_

Your Phone \_\_\_\_\_

Your E-mail Address \_\_\_\_\_

Number of Students \_\_\_\_\_ Student Grade Level \_\_\_\_\_

Number of Teachers/Chaperones \_\_\_\_\_

- I am interested in purchasing \_\_\_\_\_ classroom Art Pack(s) to extend student learning to the classroom after the Field Trip. Each Art Pack is \$50 and contains enough materials for 25 students. Comes with a downloadable video tutorial.

**Field Trip Information**

- Group Size: Minimum 10 students - Maximum 50 students
- If your group has less than 10 students, you are still responsible for payment of 10 students
- Your group is responsible for paying for the original scheduled amount of students UNLESS Young At Art is notified at least 5 business day prior to trip.
- Teachers/Chaperones: One free adult per 10 students. 10 adult max chaperone limit.
- Special Needs – One free adult per ESE student, max of 30 students/30 adults
- Additional Chaperones - \$7 per adult
- Depending on capacity and field trip package/size, your group may be in the museum during operating hours and around the general public.
- Late arrivals are subject to shortened program or cancellation. Unfortunately, time cannot be extended if field trip arrives late.

Where did you hear about YAA Field Trips?

- Museum  Friend  Ad  Email  Google  Social Media  Other: \_\_\_\_\_

Refer to Field Trip Brochure for specifics:

**STEP 1: SELECT A PACKAGE**

- Exhibit Exploration Package (\$11 per student) (guided tour of primary gallery space) 9:45am-11:30am

**STEP 2: LIST CHOICES FOR VISIT DATES**

**Date of Visit** (available Mondays-Fridays)

If your requested entrance date is not available, you may be booked into your next preferred slot.

**1st choice** Date of visit \_\_\_\_\_

**2nd choice** Date of visit \_\_\_\_\_

**3rd choice** Date of visit \_\_\_\_\_

**STEP 3: YAA for ALL ACCOMMODATIONS**

**Please identify any special accommodation your group might need:**

- Special Education (# \_\_\_\_\_)
- Physical Disabilities (# \_\_\_\_\_)
- ESL (# \_\_\_\_\_)
- Other (please specify) \_\_\_\_\_

**Please indicate the tools/accommodations needed to have an artful YAA visit:**

\_\_\_\_\_

\_\_\_\_\_

**STEP 5: SUBMIT FIELD TRIP REQUEST**

**Phone:** 954-424-0085

**Email:** [FrontDesk@yaamuseum.org](mailto:FrontDesk@yaamuseum.org)

**Mail:** Young At Art Museum  
8000 West Broward Blvd, Plantation, FL 33388

*Reservations are not confirmed until you receive our confirmation letter that will indicate any fees associated with your visit. A non-refundable & non-transferable 20% deposit is due within 10 business days of reserving your program. Full payment is due upon arrival. For rescheduling, cancellations or changes in final count you must contact us at least 5 business days BEFORE your program.*