



Museum On the Go Request Form
Grades: PreK-3rd

Please email completed form to fieldtrips@templechildrensmuseum.org

School Name/District: _____

Requested Date/Time of Visit**: _____

School Address: _____

**Please note: while we do our best to accommodate requested dates and school schedules - currently we are only available Mon., Wed. & Fri. mornings from 7:30a -12:30p for TCM visits on campus this includes travel time from Temple, TX, set-up and tear down of exhibits.

School Contact Information

Contact Name: _____ Position: _____

Phone (Work): _____ Phone (Cell): _____ Email: _____

Grade Level(s): _____, # of Classes: _____, # of Students: _____,

of Chaperones: _____, (1:5 ratio required for PreK & Kinder; 1:7 ratio for grades 1-3)

Contract Requirements:

- This completed contract is submitted to TCM no less than 2 weeks prior to the scheduled event.
Scheduled meeting made with (2) responsible contacts 1 week before scheduled event for site review and payment of deposit. TCM will confirm date, details of site review, and event to contacts day after meeting.

Cost:

- Base Price: \$700 for up to 5 exhibits, (\$100 for each addition exhibit) accommodating 100 students (+\$7.00 per additional child); with 20 teachers/chaperones.
Ratio of chaperone per students is required - \$50 per additional TCM volunteer if we have to provide chaperones.
A deposit of \$250 is required to reserve your spot and is due the day of your scheduled TCM site walk through. Credit card payments will be accepted but will be subject to a fee recovery charge.
Payment in full is due 1 week prior to your field trip.

Choose any FIVE exhibits below:

please note: this list is constantly evolving - some exhibits may not be available on the date of your trip - we will finalize all exhibits at your scheduled site review 1 week prior to your scheduled field event.

- ___ Paws & Claws Veterinary Clinic
___ Neighborhood Grocery Store
___ Construction Zone
___ Sidewalk drawing
___ Weaving Wall
___ Gears & Ball run wall
___ Music Walls (2)

- ___ Painting Wall
___ Bicycle Spin Art
___ Imagination Playground (Lrg. Blk.)*
___ Imagination Playground (Sm. Blk.)
___ Water Tile painting
___ "Into the Wild Blue Yonder" (all things transportation)

Ask about our indoor exhibits:

- ___ Themed Recycled Art
___ Coding Robots
___ Snap Circuits
___ TX Wildlife
___ Construction: Brackitz, Robotis

Please note: some of these exhibits can be combined to accommodate larger groups - we will tailor each field experience to fit your school's needs.

By signing below I understand that Terms and limitations apply. This request form does NOT guarantee the date/field trip requested. Submitter must receive an invoice for final confirmation. In case of cancellation, 30 days prior notice from date scheduled is required for a refund. No refunds will be given for less than 30 days notice.

Printed Name: _____

Signature: _____ Date: _____



For Museum Use Only

Field Experience Request Form

Date Completed Contract Received: _____

School Name/District: _____

Requested Date/Time of Visit**: _____

School Address: _____

For Museum Use Only

Co-Payment Received:

From: _____

Date: _____ Amt: _____ Received By: _____

Method of Payment: _____ Check #: _____

Remaining Owed: _____

Full Payment Received:

From: _____

Date: _____ Amt: _____ Received By: _____

Method of Payment: _____ Check #: _____