

LEARN. GROW. SUSTAIN.
Since 1922



The Learning Centers at Fairplex Farm Fieldtrip Registration Form

Requested date: _____ Time: _____

School: _____

Teacher Name: _____

Grade Level: _____

Number of students: _____ (Min. 10 and Max 75)

Number of adults: _____ (1:10 ratio required)

Are there special need students attending the fieldtrip? _____ Yes _____ No

Please specify severity of special needs and any modifications needed:

_____.

Will you be eating lunch at The Farm? (**Lunches are not provided by The Learning Centers at Fairplex**). _____ Yes _____ No

Payment Method: _____ Cash _____ Check _____ Credit Card

School Contact Information:

School Name: _____

Teacher Name: _____

Email: _____

Phone: _____

Address: _____

How did you learn about The Farm Fieldtrip program? _____

Submit completed registration form to Lacy Flippin at flippin@fairplex.com

How can I schedule my fieldtrip to The Farm?

Scheduling a School Tour or Program

- ✓ Reservations must be made 3 to 4 weeks in advance.
- ✓ Fieldtrips are offered Tuesdays, Wednesdays and Thursdays.
- ✓ Fieldtrips are offered between 9a.m. and 2p.m.
- ✓ Fieldtrips will last approximately 2-3 hours, plan an extra hour if your school would like to eat lunch at The Farm. **(Lunches are not provided by The Learning Centers)**
- ✓ Tours and programs are conducted rain or shine. (Rainy day modifications will be made)
- ✓ Dress appropriately for variable weather; closed toe shoes are mandatory for safety.
- ✓ A 1:10 teacher/student ratio required. (no charge for adults or chaperones)
- ✓ Reservations can be made by email flippin@fairplex.com
- ✓ Reservation form and program information can be found online at www.TLCFairplex.org/farm.

Payment

- ✓ \$10 per student
- ✓ Payment is due 2 weeks prior to scheduled fieldtrip date.
- ✓ Cash, check or major credit card only. **Purchase orders are not accepted.** Checks are made payable to The Learning Centers at Fairplex, credit card payments can be made over the phone or in person and cash payments must be paid in person at The Learning Centers at Fairplex.
- ✓ Please mail checks to: **The Learning Centers at Fairplex 1101 W. McKinley Ave Pomona, CA 91768, Attention: Lacy Flippin.**
- ✓ **Make checks payable to The Learning Centers at Fairplex.**

Cancellation and Refund Policy

- ✓ Cancellations must be made at least 7 days prior to scheduled fieldtrip.
- ✓ Fieldtrips can be rescheduled if cancelled within the 7 day deadline.
- ✓ No refunds available.

