



## SCHOOL TOUR RESERVATION REQUEST FORM

(PLEASE MAKE A COPY OF YOUR RESERVATION FORM)

Teacher/Tour Coordinator Name (Please Print) \_\_\_\_\_

School and Room # \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Contact/Work # \_\_\_\_\_ Email \_\_\_\_\_

PLEASE E-MAIL COMPLETED RESERVATION FORM(S) TO: [kumeyaay\\_tourres@poway.org](mailto:kumeyaay_tourres@poway.org) OR FAX TO: 858/668-1231

<p><b>THURSDAY AND FRIDAY MORNINGS FROM 9:00 A.M. - 11:30 A.M.</b>  <b>MAXIMUM 28 STUDENTS PER TOUR</b>  <b>TOUR FEE: \$4 PER STUDENT. TEACHERS/CHAPERONES FREE</b>          SCHOOL DISTRICT PURCHASE ORDERS PAYABLE TO 'CITY OF POWAY' ARE PREFERRED</p>				
<b>Teacher's Name, Email address and cell number</b>	<b>Students' Average Age</b>	<b><u>Requested</u> Tour Date</b>	<b>Number of students</b>	<b>Any students requiring special accommodation? (eg, bee or nut allergy)</b>

**CANCELLATION POLICY:** No fees will be refunded if school cancels tour within three (3) business days of the scheduled tour date.

**RAIN POLICY:** Please check the following website at 2 pm on the evening prior to your tour:

<http://forecast.weather.gov/MapClick.php?CityName=Poway&state=CA&site=SGX&textField1=32.9628&textField2=-117.035&e=1>

The tour will automatically be cancelled if the prediction for precipitation is 50% or more on the morning of the tour.

**To reschedule please call (858) 668-4781 or email [kumeyaay\\_tourres@poway.org](mailto:kumeyaay_tourres@poway.org)**

CHECK THIS BOX TO CONFIRM THAT YOU ACCEPT THE CANCELLATION POLICY Date \_\_\_\_\_

**FORM OF PAYMENT: Please indicate how the tour fee will be paid:**

Purchase Order     Cash     Check     **TOTAL FEE DUE: \$ .....**

Date reservation received: .....    Date reservation confirmed: .....