



## Environmental Education Exploration Request Form for the Environmental Education Center

To request a reservation for your school or group, please complete this form and submit it to ariane.francis@chandleraz.gov, FAX to 480-782-2888 or mail to Mail Stop 420, PO Box 4008, Chandler, AZ 85244. Please contact program coordinator Ariane Francis directly at 480-782-2886. Once your reservation request has been accepted and processed, you will receive a confirmation email, invoice, and field trip information packet.

Payment is required prior to day of reservation.

### School Information

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

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

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

School Phone: \_\_\_\_\_

School Type (Public/Private/Charter/Home): \_\_\_\_\_

School District: \_\_\_\_\_

### Primary Contact Information

Contact Name: \_\_\_\_\_ Title: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ E-mail Address: \_\_\_\_\_

Alternate Contact: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

### Field Trip Request

EEC's required student ratio is one adult chaperone for every 10 students (1:10) for preschool, elementary, middle school, and high school.  
Programs are offered Monday through Friday.  
Alternate times may be available upon request.

Grade Level: \_\_\_\_\_ Number of Students: \_\_\_\_\_

Program Selection: \_\_\_\_\_

Field Trip Date - 1st Choice: \_\_\_\_\_ **Arrival Time:** 9 a.m. 9:30 a.m. 10 a.m. 10:30 a.m.

Field Trip Date - 2nd Choice: \_\_\_\_\_ **Arrival Time:** 9 a.m. 9:30 a.m. 10 a.m. 10:30 a.m.

Method of Transportation: (circle all that apply) Van / Personal Vehicles / Buses \_\_\_\_\_ ( # of buses )  
**The Environmental Education Center 4050 E. Chandler Height Rd. Chandler, AZ 85249**

**PAYMENT INFO:** Checks should be made out to the City of Chandler and given to an EEC staff member at the front desk on or before your reservation date. Cash and credit cards are also accepted. PO's will be accepted from school districts.

EEC Use Only: