



## FIELD TRIP REQUEST FORM

Thank you for considering the Holocaust Museum as your field trip destination. In order to provide the best experience for your group, we ask that you use the following guidelines:

- ✓ *Book your trip at least 4 weeks in advance*
- ✓ *Complete at least 1 of the suggested pre-visit activities*
- ✓ *\$2 per student due at program/ checks payable to Holocaust Museum of Southwest Florida*
- ✓ *Complete the section below and return this form to Amy Macera, Education Director*

### PROGRAM CHOICE (CHECK ONE)

- Constructing the Past
- To Save One Life
- Genocide in Our Lifetime
- General tour w/ speaker
- Other: \_\_\_\_\_

Teacher(s) Name: \_\_\_\_\_

Contact #: \_\_\_\_\_ E-mail: \_\_\_\_\_

School: \_\_\_\_\_ Grade level: \_\_\_\_\_

Date submitted: \_\_\_\_\_ Date requested: \_\_\_\_\_

# of students: \_\_\_\_\_ # of chaperones: \_\_\_\_\_

Time frame:  9:00 – 11:30 am  9:30 am – 12:00 pm  10:00 am – 12:30 pm

Special considerations: \_\_\_\_\_

**RETURN TO: amy@hmswfl.org or (FAX) 239-263-9500**

### COLLIER COUNTY PUBLIC SCHOOLS ONLY

To requisition a bus, use the following codes and budget numbers:

Budget 9521 | Fund 100 | Function 7800 | Object Code 795