



# Group TOUR Request Form

**\* Guided Tours are not confirmed until a confirmation is sent to you via email.**

Submit to [Jennifer.Tyson@stpete.org](mailto:Jennifer.Tyson@stpete.org) , 1825 4<sup>th</sup> Street N. St. Petersburg, Florida 33704, or call 727-551-3149

**Guided Tours:** Must be reserved 2 weeks in advance and are available to groups of 10 or more upon docent availability between October – May. Tours are 1 -1.5 hours long, starting between 10 am- 3 pm, & offer insight into our tropical flora, exotic birds, and 100+ year history.

Group Contact Name: \_\_\_\_\_ Email: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell # for date of visit: \_\_\_\_\_

Organization: \_\_\_\_\_

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

### **Requested Tour Date(s):**

1<sup>st</sup> Date Choice: \_\_\_\_/\_\_\_\_/\_\_\_\_ Day of Week: \_\_\_\_\_ Start: \_\_\_\_\_ am/pm End: \_\_\_\_\_ am/pm

2<sup>nd</sup> Date Choice: \_\_\_\_/\_\_\_\_/\_\_\_\_ Day of Week: \_\_\_\_\_ Start: \_\_\_\_\_ am/pm End: \_\_\_\_\_ am/p

**Special Accommodations/ Mobility Issues:** (Wheelchairs are available upon a first come, first served basis)

### **Transportation:**

# of Individual Cars: \_\_\_\_\_ (carpooling recommended as our free parking is limited); # Buses: \_\_\_\_\_ Bus Size: \_\_\_\_\_

**Picnic Lunch:**  Yes  No (Packed lunches in coolers may be held in our air conditioned hallway until needed)

Preferred area:  Picnic tables (5-6 tables, three are grouped together)  Shaded Amphitheater (no tables)

**PAYMENT:** \*One lump sum (minus \$50 deposit) to be paid day of visit – Visa, MC, Discover, Cash, Check

\* No additional discounts, memberships, or coupons may be used when booking a group tour.

\* No refunds will be issued. Checks made out in an amount larger than that which is due will not be refunded.

# of Youth: \_\_\_\_\_ X \$6 = \$\_\_\_\_\_ (Age of Youth: \_\_\_\_\_)

# of Youth Chaperones: 1 free adult per 10 children (required ratio) = \$0 x \_\_\_\_\_ (\$12/each additional adult)

# of Adults : \_\_\_\_\_ X \$12 = \$\_\_\_\_\_

# of Seniors (age 62+) : \_\_\_\_\_ X \$10 = \$\_\_\_\_\_

**1 Group leader & 1 bus driver free of charge Tax Exempt Certification if applicable #**

### **DEPOSIT:**

**GROUP TOURS** require a non-refundable \$50 deposit & will be deducted from the total due on the day of your tour.

**TOTAL Estimated Admission Fee: \$ \_\_\_\_\_ - \$50 Deposit = TOTAL \$ \_\_\_\_\_ (Due on tour date)**

Credit Card Type: Visa  MC  Discover  Name on Card: \_\_\_\_\_

CC#: \_\_\_\_\_ Exp: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

Billing Info (if different from above): Street Address: \_\_\_\_\_

City \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_