

Program Registration Form

Name of School _____
Address _____ Zip _____
Name of Teacher _____ Teacher Phone _____
Email _____ School Phone _____

Name of Program 1. _____ Grade _____
2. _____ Total Number of Students _____
3. _____ Number of Classes _____

Date and Time requested (please list three choices)

1. _____ Time _____
2. _____ Time _____
3. _____ Time _____

Will you be using our facilities for lunch? yes _____ no _____

Location of Program (please circle one option) Baltimore Woods
School Room # _____
Other _____

Confirmations will be emailed within one week of receiving your application. Please forward your confirmation letter to all participating teachers and inform us of any changes.

Arriving on Time is very important. Please arrive 15 minutes early, to allow students time to use the rest rooms and get settled. If you arrive late, your program may be shortened.

Cancellation of a program is honored up to two weeks before the scheduled program date. Programs cancelled less than two weeks before the program date will be charged a \$35 processing fee; BWNC cannot guarantee rescheduling. In the case of questionable weather, BWNC will determine if the program should be cancelled. BWNC honors school snow cancellation policies, and will try our best to reschedule programs.

Submit this form via email, fax, or hardcopy mail to:



**Baltimore Woods
Nature Center**
Nature in your hands

School Programs

Baltimore Woods Nature Center

P.O. Box 133

4007 Bishop Hill Road

Marcellus, NY 13108

Phone 315.673.1350

Fax 315.673.3671

Email kph@baltimorewoods.org