## Updated 10/2023Phoenix Zoo Logo PMS Giraffe (2)FIELD TRIP RESERVATIONS FORM

**How to Make Your Reservation**

## Thank you for your interest in visiting the Phoenix Zoo with your group!

We offer a field trip rate for qualified schools. Our field trip rates are $8.00 per student and $10.00 per chaperone within the minimum ratio of one chaperone (18 years and older) for every 10 students and a maximum of one chaperone for every student. Any additional chaperones will be charged regular Phoenix Zoo pricing. To be eligible for the reduced field trip rate your organization must qualify as educational, serve students pre-school to 12th grade, all members of the group must enter at the same time and all students must be accompanied by at least one adult per 10 children. Field trips will only take place on Monday - Friday, excluding National holidays.

If you qualify as a ZooReach\*\* school, you are eligible for the $4.00 rate per person (including both children and chaperones), while scholarships are available.

[Click here to fill out the Youth Group Reservation Form.](https://www.phoenixzoo.org/field-trip-reservation-form)

**Seasonal Warning:** Thursdays and Fridays during the months of February, March and April are the busiest times of the year for field trips. **We limit group reservations each day** **to maximize your field trip experience.** Some dates may be full. We recommend visiting earlier in the week or during other months throughout the year when it is less crowded. We will contact you prior to booking if your date is not available.

If you are interested in any of the additional programs, such as Guided Tours, other arrangements are required. Please complete the bottom portion of the form to reserve a program. If the date or time you have chosen is not available, we will call you with other options to ensure we choose a time that maximizes your Zoo experience.

**IMPORTANT**

#### Once your reservation has been entered into our systems, we will send you a confirmation email. Your field trip is not booked until you receive this email. If you do not receive the confirmation paperwork within one week of your request, please call us at 602.914.4333.

#### We require that payment or purchase orders be received and processed no later than **two business days** in advance of your visit for each person in your group. We will be issuing tickets in our system at that point and closing out your payment form. Payments can be made with school/district check mailed in advance, purchase order emailed in advance or credit card (Visa, MasterCard, American Express, Discover) over the phone. No refunds will be given after this payment is completed.

#### Payments for any additional members of your field trip may be paid on site. We accept business checks, credit cards (Visa, MasterCard, American Express, Discover) and cash. **Please note that we no longer accept purchase orders on the day of entry.**

#### IMPORTANT: **Any additional group members must be paid for at one time and enter with the prepaid group.** Anyone not paying with and entering at the same time as the group will be charged the regular admission rate of $39.95 for adults and $29.95 for children ages 3-13. (It is up to the school to collect money and pay for any adults or chaperones to be included at the school group rate. To receive the discounted admission, parents cannot pay separately.) Additional tickets can be purchased online or at the admissions booth at the front of the zoo at the regular admission price.

Again, thank you for your interest in the Phoenix Zoo and enjoy your visit!

Reservations Contact:

 Address: **Phoenix Zoo Reservations**

 **455 N. Galvin Pkwy**

 **Phoenix, AZ 85008**

 **E-mail:** **Reservations@phoenixzoo.org** Phone: **602.914.4333**

\*\* ZooReach schools are Title One Schools grades K-12 that have at least 50% of their entire enrollment in a free or reduced lunch program as listed by the Arizona Department of Education Health and Nutrition Services. Please not on this form if your school qualifies.