

CALIFORNIA STATE PARKS
MENDOCINO SECTOR OFFICE
12301 N. Hwy 1, Box 1
Mendocino CA, 95460
K-12 Field Trip Coordinator, Steve Jahelka (707) 309-4222 steve.jahelka@parks.ca.gov
SCHOOL GROUP RESERVATION REQUEST
DAY USE ONLY

A form must be submitted for each visit. A copy will be returned to you and will serve as a record of your reservation group's admission to the park.

Park Unit: _____ Number of Vehicles _____ Bus _____

Proposed Date of Visit: _____ Time of Visit: _____

Alternate Date: _____ Time of Visit: _____

Name of School Group: _____

Mailing Address: _____

Age/Grade of Children: _____ Person in Charge: _____

Number of Children: _____ Adults: _____ Phone #: _____

Email: _____ Cell Phone #: _____

Guided Field Trip: [] Self-guided Field Trip: []

If the services of a guide are requested, complete page 2. There are no associated fees for these services, however donations to the park's partners are welcome.

Day-use entrance fees are not charged for K-12 school groups, provided reservations have been made in advance of the proposed date of your visit to allow preparation and scheduling by park personnel. The Department reserves the right to combine tours when necessary. **The Department will limit the total number of participants in organized groups to a maximum of 100 per park unit, per day.** School groups shall be accompanied by a minimum of 1 school-appointed adult chaperone per 10 students.

Camping is not included under this program. Group camping information can be obtained from the park.

CERTIFICATION

The above-described visit is an official school outing/field trip and will be under the direction of school personnel.

Signed: _____

School Principal

FOR PARK USE ONLY

[] We are pleased to confirm your planned school group visit for _____

[] We regret that the time you requested is not available.

Approved: _____

Guide Assigned: _____

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REQUEST FOR GUIDE

TYPE OF INTERPRETIVE REQUEST:

THEME OR TOPIC:

GUIDE WILL MEET YOUR GROUP AT (LOCATION):
