

# Colorado Railroad Museum Field Trip Reservation Form



## School Information:

School: \_\_\_\_\_ County: \_\_\_\_\_ School district: \_\_\_\_\_

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

Main School phone: \_\_\_\_\_ Fax: \_\_\_\_\_

## Class information:

Teacher: \_\_\_\_\_ Grade(s): \_\_\_\_\_ Age(s): \_\_\_\_\_

Teacher cell phone: \_\_\_\_\_ Email: \_\_\_\_\_

Please identify any special needs your group might have:

special education     ELL     physical disabilities     Other (please specify) \_\_\_\_\_

## Train Rides:

Please be aware that the Museum does provide train rides on select dates (Thursday through Sunday) during the summer season (mid-May thru mid-Aug) for an additional fee of \$4 per adult and \$2 per child. School groups making a reservation with the museum **DO NOT** receive complementary train ride tickets on Ride the Rails Days, SCFD Free Days, or Boulder County Free Days.

### Guest Train Ride opportunities when not running public train rides:

◇ Diesel locomotive with passenger cars (1-500 Guests) (125 maximum/trip) (\$1,250)

◇ Steam Locomotive with passenger cars (1-500 Guests) (125 maximum/trip) (\$3,000)

Please contact me about arranging for a Guest Train Ride

**Program Specifics:** Check one Program: (Rail Days in April and In Your Classroom use separate reservation forms)

On Your Own     Trains!     Westward Ho! Colorado     The Colorado Map

Machines in the Age of Rail     Galloping Goose (Tues & Thurs only)

## Date of program: Closed on Mondays

1st choice: \_\_\_\_\_

2nd choice: \_\_\_\_\_

3rd choice: \_\_\_\_\_

## Time of Visit: Please tell us what time you wish to visit us.

Arrive at Museum: \_\_\_\_\_

Leave the Museum: \_\_\_\_\_

## Office use only

Sent Confirmation: Date: \_\_\_\_\_ Initial: \_\_\_\_\_

Add to Server: Date: \_\_\_\_\_ Initial: \_\_\_\_\_

Add to Calendar: Date: \_\_\_\_\_ Initial: \_\_\_\_\_

Add to SCFD : Date: \_\_\_\_\_ Initial: \_\_\_\_\_

Add to Excel: Date: \_\_\_\_\_ Initial: \_\_\_\_\_

## Estimated Cost:

\_\_\_\_\_ Students @ \$4.00 ea = \$ \_\_\_\_\_

\_\_\_\_\_ Chaperones (5/1 ratio) = \$ \_\_\_\_\_ free \_\_\_\_\_

\_\_\_\_\_ Student Ride @ \$2.00 ea = \_\_\_\_\_

\_\_\_\_\_ Adult Ride @ \$4.00 ea = \_\_\_\_\_

**Total cost of \$ \_\_\_\_\_**

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**After submitting your completed form:** Please allow seven to ten days for processing. Reservations are accepted through the Museum website, mail or email. Be aware that we require reservations be made at least 2 weeks in advance. You will receive a confirmation email once your reservation has been accepted. We look forward to sharing Colorado's History with you.