

**SPRUCE LAKE OUTDOOR SCHOOL
DAY PROGRAM RESERVATION FORM – 2009**



Fill in the information below and return form with the required **\$50 deposit** to confirm your program date. Deposit represents agreement to our terms: The balance of your program cost is due **before your departure** from Spruce Lake. *A minimum of ten (10) participants needed for a program (either by grade or total group). Also, if you cancel your program **eight (8) weeks or less** before your scheduled date, you will be **responsible for 80% of the total program cost**, based on the number of participants reported on your Reservation Form or the Group Update Form, whichever is most current. Keep a copy for your records.

SCHOOL/GROUP: _____ **Today's Date:** ____ / ____ / ____

Teacher/Contact Person: _____ **Position:** _____

School Address: _____

City: _____ **State:** _____ **Zip:** _____

School Phone: (____) _____ **School Fax:** (____) _____

School Email: _____ **School Web Site:** _____

Date of Program: ____ / ____ / ____ **Arrival Time:** _____ **Departure Time:** _____

PARTICIPANTS (Please itemize by grade when applicable.)

	Grade*	Total
	_____	_____
	_____	_____
	_____	_____
	_____	_____
Number of students	}	
	Total number of students	_____
	Number of teachers	_____
	Number of other adults	_____
	Total Number of Participants*	_____

IMPORTANT:
PLEASE PLAN
FOR MINIMUM
OF 2 ADULTS
PER 8-12
STUDENTS!

SELECT your meal preferences and number of activity periods.

MEAL (S): (circle one)
 No Meals (Registration Fee required)
 Lunch only
 Lunch AND Dinner
 Dinner only

ACTIVITY PERIODS: (circle one)
 2 activity periods 3 activity periods 4 activity periods

RETURN TO:
 Director, **SPRUCE LAKE OUTDOOR SCHOOL**
 RR 1, Box 605, Canadensis, PA 18325
PHONE: 800-822-7505 x 136 **FAX:** 570-595-3255
EMAIL: SLOS@sprucelake.org

SPRUCE LAKE OUTDOOR SCHOOL
COST WORKSHEET FOR SCHOOL GROUPS
Day Program Fees – 2009

MEALS

LUNCH

Students Grades K-6 _____ x \$6.90 = \$ _____

Students Grades 7-12 _____ x \$7.40 = \$ _____

Adults _____ x \$7.40 = \$ _____

Lunch Total: \$ _____

DINNER

Students Grades K-6 _____ x \$8.65 = \$ _____

Students Grades 7-12 _____ x \$9.15 = \$ _____

Adults _____ x \$9.15 = \$ _____

Dinner Total: \$ _____

(Add Lunch & Dinner Totals) **Meals Total: \$ _____**

REGISTRATION

REGISTRATION FEE (applicable only when **NO** meals are purchased)

Participants _____ x \$5.00 = \$ _____

Registration Total: \$ _____

ACTIVITIES

ACTIVITY FEE (applicable for ages 3 to Adult)

Activity Periods _____ x \$6.00 = \$ _____ (A)

(A) \$ _____ x # Participants _____ = \$ _____ (B)

Activity Periods Fee (B): \$ _____

Double-Instructor Periods* _____ x \$1.00 = \$ _____ (C)

(C) \$ _____ x # Participants _____ = \$ _____ (D)

Double Instructor Fee (D): \$ _____

*Classes that require two instructors to facilitate have **an additional charge of \$1.00 per activity period**. Classes that fall into this category are **High Ropes** (*two* activity periods), **Zip Line 1**, (*one* activity period), **Zip Line 2** (*two* activity periods), **Mini-Zip Crossing** (*one* activity period), **Climbing Tower** (*one* activity period), **Vertical Playpen** (*two* activity periods), **Pool/Swimming** (*one* or *two* activity periods), and **Cross-country Skiing** (*one* or *two* activity periods).

Activities Total (B + D): \$ _____

(Add totals for each section) **TOTAL PROGRAM COST: \$ _____**

EXAMPLE COMPUTATION OF FEES		With Meals	Without Meals
Meals:	23 students (grade 9) x \$7.40 (Lunch)	= \$ 170.20	\$ 0.00
	4 adults x \$7.40 (Lunch)	= \$ 29.60	\$ 0.00
	Meals Total:	\$ 199.80	\$ 0.00
Registration Fee:	27 participants x \$5.00	= \$ 0.00	\$135.00
Activity Fee:	3 Activity Periods x \$6.00 = \$18.00 (A)		
	(A) \$18.00 x 27 Participants	= \$486.00 (B)	\$486.00 (B)
	2 Dbl. Ins. Per. x \$ 1.00 = \$2.00 (C)		
	(C) \$2.00 x 27 Participants	= \$ 54.00 (D)	\$ 54.00 (D)
	Activities Total (B+D)	= \$540.00	\$540.00
	Total Program Cost:	\$739.80	\$675.00