

**SPRUCE LAKE OUTDOOR SCHOOL
DAY PROGRAM RESERVATION FORM – 2010**



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 **twelve (12) 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 – 2010

MEALS

LUNCH

Students Grades K-6 _____ x \$7.00 = \$ _____

Students Grades 7-12 _____ x \$7.50 = \$ _____

Adults _____ x \$7.50 = \$ _____

Lunch Total: \$ _____

DINNER

Students Grades K-6 _____ x \$8.75 = \$ _____

Students Grades 7-12 _____ x \$9.25 = \$ _____

Adults _____ x \$9.25 = \$ _____

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 \$7.00 = \$ _____ (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 Line** (**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
Meals:	23 students (grade 9)	x	\$7.50 (Lunch)	= \$ 172.50
	4 adults	x	\$7.50 (Lunch)	= \$ 30.00
	27 participants		Meals Total:	\$ 202.50
Registration Fee:	27 participants	x	\$5.00	= \$ 0.00
Activity Fee:	3 Activity Periods	x	\$7.00 = \$21.00 (A)	
	(A) \$21.00	x	27 participants	= \$567.00 (B)
	2 Dbl. Ins. Per.	x	\$ 1.00 = \$2.00 (C)	
	(C) \$2.00	x	27 participants	= \$ 54.00 (D)
			Activities Total (B+D)	= \$621.00
			Total Program Cost:	\$823.50