



Humboldt Bay National Wildlife Refuge

Attn: Visitor Services Staff
1020 Ranch Road, Loleta, CA 95551
Phone: 707-733-5406 Fax: 707-733-1946
email: humbolddbay@fws.gov

Field Trip Request Form

Thank you for your interest in scheduling a field trip at Humboldt Bay National Wildlife Refuge! We look forward to working with your group. Here are a few important things to know about scheduling your field trip.

1. This application is not a confirmation of your reservation. You will be sent written notification confirming dates and times for your group’s visit.
2. Applications are processed on a first-come, first-served basis.
3. Please mail or fax this form to the Refuge visitor center.
4. Allow at least two weeks for your application to be processed.
5. All participating teachers must fill out the form on page 3 with their contact information, field trip goals, and schedule.
6. The refuge can accommodate only **ONE CLASS** at a time (a maximum of about 30 students, plus teachers and chaperones.) We require 2 adults per every 10 students, and adult supervision is required at all times. Please refer to the “Planning your field trip to Humboldt Bay National Wildlife Refuge” information sheet.

Complete the following information for your group:

Name of school or group: _____ Grades: _____ Ages: _____

Contact person: _____ Phone: _____

Address: _____ Fax: _____

_____ Email: _____

Total number in group: _____ Number of Adults: _____ Number of students: _____

Date of field trip (first choice)	Arrival time	Departure time
Date of field trip (second choice)	Arrival time	Departure time

Continued on reverse...

Thank you for choosing Humboldt Bay National Wildlife Refuge as a place for your students to explore our local ecosystem!

Check the appropriate item(s) below.

We would like to take a self-guided tour of the 1.7 mile Shorebird Loop Trail. (allow 1.5- 2 hours).

We would like to view the exhibits in the visitor center. We understand that no more than 5 students may explore the exhibit room at a time, and close adult supervision is required as the exhibits are fragile. (allow 15 minutes per group).

We would like to view a brief video on the National Wildlife Refuge System. (allow 15 minutes).

We would like to check out the following support materials from the visitor center:

Copy of the Trail Guide.

Binoculars. You may check out up to 22 binoculars.

Number of binoculars requested: _____

Discovery Pack with bird, animal, and plant field guides.

Clipboards with Bird Behavior Bingo activity sheets (appropriate for grades 3-8). You may check out up to 18. Number of clipboards requested: _____

We understand that refuge staff and volunteer docents are limited at Humboldt Bay National Wildlife Refuge. If available, we would like to have the following support.

We would like a short orientation talk before going on our self-guided tour.

We would like a refuge staff member or volunteer docent to guide our group on the trail.

Thank you for choosing Humboldt Bay National Wildlife Refuge
as a place for your students to explore our local ecosystem!



Humboldt Bay National Wildlife Refuge

Attention: Visitor Services Staff
1020 Ranch Road, Loleta, CA 95551
Phone: 707-733-5406 Fax: 707-733-1946
email: humbolddbay@fws.gov

Field Trip Request Form

Please have each group leader fill out and return a copy of this form.
It is required that each group leader have field trip goals and adequate adult supervision,
at least two adults per every ten students.

Name: _____ Phone: _____

Email: _____ # of adults: _____ # of students: _____

Briefly describe your field trip goals. What would you like your students to learn?

Record your agenda in the space provided below, or attach a copy. If you split into smaller groups, indicate what each group will be doing. Please have group leaders be prepared to follow this plan upon arrival.

Group A

Group leader's name: _____ # of students _____ age/ grade _____

Group B

Group leader's name: _____ # of students _____ age/ grade _____

Give a brief description of your pre-trip activities. How will your students prepare for the field trip?

Thank you for choosing Humboldt Bay National Wildlife Refuge
as a place for your students to explore our local ecosystem!