

# Educational Visit Request Information and Form

Steigerwald Lake National Wildlife Refuge

## Educational Visit Request Form

**TOP FOR OFFICE USE ONLY: PLEASE DO NOT FILL OUT THIS SECTION**

<b>School/Group Name:</b>		<b>Arrival Time:</b>	<b>Date:</b>
		<b>Departure Time:</b>	
<b>Age/Grade:</b>	<b>Number of Attendees:</b> Students/Youth: _____ Adults: _____		<b># of Groups:</b>
<b>Activity Schedule:</b>   			
<b>Confirmation E-mail Sent</b>	<b>Date:</b>	<b>Transportation Assistance Requested:</b>	<b>Initials:</b>

**PLEASE FILL OUT THE FOLLOWING AND RETURN**

<b>School's/Group's Name:</b>		<b>Teacher's/Group Leader's Name &amp; Phone/E-mail address</b>	
<b>Grade Level(s):</b>	<b>Number of Students:</b>	<b>Have you brought a class to the refuge before?</b> _____ Yes    _____ No	
<b>Visit Date:</b> 1 <sup>st</sup> Choice: 2 <sup>nd</sup> Choice: 3 <sup>rd</sup> Choice:		<b>Arrival Time:</b>	<b>Departure Time:</b>
<p>Have you attended an In-Service Training at the Refuge? _____ Month/Year: _____  <b>(Priority will be given to teachers who have attended the Refuge Educator's Workshop)</b>                  Would you be interested in attending an In-Service Training session in the future? Yes ____ No _____                  Send information to:</p>			
<b>Educational Visit Requests</b> (check all that apply)	_____ EE Visit with Refuge Volunteer Assistance	_____ Backpacks with EE supplies (We have up to 20 available)	_____ No Services
<b>Academic Objective of Trip:</b>   			

Send Completed forms to: Josie Finley  
 P.O. Box 457, Ridgefield, WA 98642  
 Phone: 360-887-4106, Fax:  
 360-887-4109 [Josie\\_Finley@fws.gov](mailto:Josie_Finley@fws.gov)

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Activities Prior To Trip:		
Activities Desired During Trip:		
Special Needs Considerations, including any disability covered by the Americans with Disabilities Act, ailments that may Impair Breathing, (ex. Asthma, Emphysema, Bronchitis), allergies to Bees/Wasps, etc. or accomodations needed for learning and/or interaction during the field trip:		
Number of Teachers:	Number of Chaperones:	
Additional Information/comments:		
Teacher Signature:	Date:	
Phone:	Fax:	Email:
Bus Funding Grants are sometimes available through the Columbia Gorge Refuge Stewards, an non-profit friends organization supporting the Refuge. Please email <a href="mailto:treasurer@refugestewards.org">treasurer@refugestewards.org</a> to receive the application form and instructions to apply for busing grants.	Send Completed forms to: Josie Finley P.O. Box 457; Ridgefield, WA 98642 Phone: 360-887-4106, Fax 360-887-4109 <a href="mailto:Josie_Finley@fws.gov">Josie_Finley@fws.gov</a>	

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