

Two Ponds National Wildlife Refuge
Group Reservation Request Form

Please fill out the sections below and return to:
Seth Beres
(303) 289-0867
Seth_Beres@fws.gov

TRIP DETAILS

Date of Request: _____ Date of Visit: _____ Back-up Date: _____

Arrival Time: _____ Departure Time: _____ # of Vehicles: _____ # of Buses: _____

Reservation Requests MUST be made at least TWO WEEKS in ADVANCE to be considered for programs.

CONTACT INFORMATION

Name of Group: _____ Trip Leader Name: _____

Street: _____ City/State/Zip: _____

Work Phone: _____ Mobile Phone: _____

E-mail: _____

GROUP INFORMATION

Group Type (please select one): School Scout Troop Camp Church/Youth Group Commercial

Other (please specify): _____ Grade / Age range: _____

of Students: _____ # of Teachers: _____ # of Chaperones: _____ **Total # in Group:** _____ Other

important notes we should know about your group:

TRIP ACTIVITIES

Please check any (all programs should include “developing nature skills” and “outdoor manners” pre-activity):

- Nature Walk
- Scavenger Hunt
- Animal Habitat Study
- Nature Journaling
- Wetland Metaphors
- Energy lesson
- Animal Adaptations
- Bird Feathers
- Ecosystem/Food Web
- Wildlife Refuge Study
- Water Monitoring

Scouts Badge: _____ **Please note there are separate requirements/guidelines for field trips.*

Yes, I have read and understand the attached guidelines for group visits.

Trip Leader Signature: _____

Date: _____

Please do not write in this area

Date Received:

Date Reservation Confirmed:

Comments:

Date Entered in Calendar:

Volunteer needed?:

Two Ponds National Wildlife Refuge

9210 W. 80th Ave.

Arvada, CO 80005

Guidelines For Group Visits Refuge Facilities

- A visitor parking lot is available at the Refuge, including designated bus parking.
- There is a public restroom but no water fountain. There are NO facilities along the trails.
- There are no pay phones at the refuge. In case of emergencies, please bring at least one cell phone.
- Please take all trash, including lunch trash, with you and recycle. The trash capacity at the Refuge is too small to handle large groups.
- Your group may eat at the entrance seated on the benches or in the meadow on the grass. Please do not allow your group to eat on the trail or leave any trash behind.

Guidelines for your visit

- Use the main visitor entrance at 9210 W. 80th Ave.
- All visitors are required to abide by the regulations posted at trailheads, along the trails, and printed in Refuge brochures.
- Parking is limited so please carpool, take the bus, or arrange for group transportation. We encourage you to use alternate transportation to the Refuge when you have more than 5 vehicles. We require that a group park no more than 10 vehicles on site.
- The maximum number of participants is 75.
- An adult-to-youth ratio of 1:5 if required for 10 years old and under. An adult-to-youth ratio of 1:10 is required for 11 years old and up. Adult supervision is required at all times.
- When visiting the trails, break your group up into small groups of no more than 15 people. Stagger your smaller groups with at least 150 yards in between. Move quietly and slowly. Use binoculars and spotting scopes to get and up close view of wildlife without affecting their behavior.
- Use pullouts and viewpoints to set up spotting scopes. This will allow your group to enjoy the view and allow other visitors to move past without leaving the trail.
- Do not feed ANY food to ANY animal.
- The West side of Refuge is open daily from dawn to dusk. East open May – October (8am – 4pm).

Thank you for taking the time to create this outdoor education experience for your group. Enjoy your visit!

Do not write in this area

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