

# Billing and Scheduling Form

Please fill out this form and send it via email to [director@pmoec.org](mailto:director@pmoec.org) or fax it to 518.963.4165

## CONTACT INFORMATION

Name of Group: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_

City/Town: \_\_\_\_\_ State or Province: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone Numbers :       Business: \_\_\_\_\_       Home: \_\_\_\_\_

(Check Preferred)      Fax: \_\_\_\_\_       Cell: \_\_\_\_\_

Email: \_\_\_\_\_

## GROUP INFORMATION

Student Age: \_\_\_\_\_      Arrival Date: \_\_\_\_\_      Arrival Time: \_\_\_\_\_

Total Number of Students: \_\_\_\_\_      Departure Date: \_\_\_\_\_      Departure Time: \_\_\_\_\_

Number of Male Students: \_\_\_\_\_

Number of Female Students: \_\_\_\_\_

Number of Male Adults: \_\_\_\_\_

Number of Female Adults: \_\_\_\_\_

Please Check any extra meals you would like (\$5 per student per meal)

Breakfast on arrival day       Dinner on Departure Day

Please check if you would like a snack after the evening activity or for the bus ride home (\$2 per student per snack)

Yes evening snacks       No evening snacks      if yes, Which evenings: \_\_\_\_\_

Yes Departure Day Snacks:       No Departure day snacks

Please list goals for your trip (e.g. Teambuilding, Natural Science, English Immersion, etc.)

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Other information/requests:

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## SCHEDULING INFORMATION

Please put a check mark next to the activities you would like your group to do.

	TEAMBUILDING	NATURAL SCIENCE	LIVING HISTORY	HIGH ADVENTURE
Early Bird		<input type="checkbox"/> Natural Science <input type="checkbox"/> Bird Watching	<input type="checkbox"/> Farm Animal Feeding	<input type="checkbox"/> Open Boating <input type="checkbox"/> Ice Fishing <input type="checkbox"/> Fire building <input type="checkbox"/> Sunrise Rattlesnake Mt. Hike
Morning or Afternoon	<input type="checkbox"/> Teams Course <input type="checkbox"/> Low Ropes Course <input type="checkbox"/> ASE's	<input type="checkbox"/> Rattlesnake Mt. Hike <input type="checkbox"/> Sensory <input type="checkbox"/> Wildlife Ecology <input type="checkbox"/> Pond Ecology <input type="checkbox"/> Winter Ecology <input type="checkbox"/> Art in Nature	<input type="checkbox"/> Revolutionary War Quest <input type="checkbox"/> 1812 Homestead Demonstration	<input type="checkbox"/> Long Pond Canoeing <input type="checkbox"/> Sugarloaf Mt. Hike <input type="checkbox"/> Poke-O-Moonshine Mt. Hike <input type="checkbox"/> Snowshoeing <input type="checkbox"/> Cross-Country Skiing <input type="checkbox"/> Snowtubing <input type="checkbox"/> Survival <input type="checkbox"/> Ice Fishing <input type="checkbox"/> The Crux, Rock Climbing Center <input type="checkbox"/> Snowshoeing
Evening	<input type="checkbox"/> Egg Drop <input type="checkbox"/> Skit Night	<input type="checkbox"/> Astronomy <input type="checkbox"/> ADK Wildlife (Kiska the Wolf) Presentation <input type="checkbox"/> ADK Wildlife (Birds of Prey) Presentation	<input type="checkbox"/> Underground Railroad Simulation <input type="checkbox"/> Revolutionary War Quest <input type="checkbox"/> Logging Presentation	<input type="checkbox"/> Bare Mt Night Hike <input type="checkbox"/> Snowtubing <input type="checkbox"/> Campfire <input type="checkbox"/> The Crux, Rock Climbing Center
Whole Day				<input type="checkbox"/> Canoe Trip <input type="checkbox"/> Rock/Ice Climbing (Field Climb) <input type="checkbox"/> Hike and Canoe <input type="checkbox"/> Adirondack High Peaks Hike
Multi-Day				<input type="checkbox"/> Camping Overnight <input type="checkbox"/> Adirondack High Peak Overnight