



Traveling Science Program Assembly Program Reservation Request Form

All reservations must be submitted at least 4 weeks in advance

School's Name _____ In-State School Out-Of-State School
 School's Address _____ Public Title I Private
 City _____ State _____ Zip _____ County _____
 School Phone Number _____ Fax _____ Other _____
 Principal's / Assistant Principal's Name _____ Email _____
 Reserved By _____ Email _____ Phone _____

Assemblies are available October - December on Fridays and February-June on Thursdays and Fridays.

Select three dates 1st Choice ___/___/___ 2nd Choice ___/___/___ 3rd Choice ___/___/___

School's Starting Time ___:___am Ending Time ___:___pm Program Location: _____

For the location of the program, we will need access to the room 1 hour before and after each program for setup and cleanup. Please consider travel time, our performers are not able to from the Maryland Science Center before 8:15am. Also, if you would like multiple assemblies, you will need 1 hour between programs.

MSC Arrival Time _____ We will arrive 1 hour prior to your program

Select your program below *(Each assembly is 45 minutes and a maximum capacity of 250)*

What's the Matter? Science Unscripted

Assembly #1	Assembly #2	Assembly #3
Time _____:	Time _____:	Time _____:
# of Students: _____	# of Students: _____	# of Students: _____
Grade: _____	Grade: _____	Grade: _____
\$595 1 presentation	\$1,070 same title \$1,170 different titles	\$1,605 same title \$1,665 different titles

A \$180 overnight fee may be charged for travel to a location more than 2.5 hours away.

Estimated Cost: \$ _____ Payment Method Check Credit Card Invoice/Purchase Order

Funds Provided by PTA/PTO School Title I Other _____

What entrance should our performers use? _____

Where should we park our Van(s)? _____

Any special instructions and/or requirements? _____

Please submit this form by saving this filled out PDF document and emailing it to outreach@mdsci.org.

Please note: A reservation will be generated using this form and you will receive a confirmation/contract and requirement sheet.