****

**GROUP CONTRACT REQUEST FORM**

1. Please arrive on time. Plan time for your group to use the restroom facilities, be divided into smaller groups, etc. before the scheduled time for your program. Park staff has set aside time to spend with your group, so please notify the park if you are going to be late arriving for your visit. In addition, we may also have other arranged group programs scheduled after yours.
2. All passengers will be discharged and loaded from a parking space.
3. Please check in at the Nature Center desk upon your arrival, unless stated otherwise. The person on duty at the desk will notify the Ranger providing your program, and accept payment for the program. Please be at the designated starting point for your program on time.
4. We require 1 adult for every 15 students/youth. It is the responsibility of the adults with your group to ensure discipline.
5. Picnic areas are available for park visitors. To ensure a picnic site or other facilities contact Reservations Resource Center Monday through Friday during the hours of 8:00am and 5:00pm using the telephone numbers 1-800-864-7275 or in Metro Atlanta at 770-389- 7275.
6. Group Contract Request Form must be received 1 month prior to date of program. (Please print or type)

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

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

Phone #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

E-mail Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Number of Participants in your Group: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Ages of Participants: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Grade level of Participants (Applicable to school groups): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Program Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Arrival Time of Group: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mode and Quantity of Transportation (car, van, bus): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Requested Date of Program:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Requested Time for your Program to Begin: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Cost of Program (Program fees are subject to change, so please clarify cost of program w/ park staff): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Print and Signature of Group Leader: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_