



science center of tech valley

Schenectady Museum & Suits-Bueche Planetarium
Public Programs/Education Department
15 Nott Terrace Heights, Schenectady, NY 12308
Phone: 518.382.7890 x 224 Fax: 518.377.0298
E-mail: Programs@SchenectadyMuseum.org

Reservation Request Form

DIRECTIONS: Please help us help you plan your trip! Simply complete this form and return it. Our program scheduler will check availability and contact you to make your reservation. Reservations are not firm until you receive written confirmation of the program.

School / Organization Information

School / Organization Name

Address

City

State Zip

Phone ()

Fax ()

County / District

Teacher / Contact Name

Contact Phone ()

Best time to call:

E-Mail Address

Grade Level

Number of Students Participating:

Number of Adults (including chaperones):

Do you have special-needs students? Yes No
If yes, please explain:

Would you like to visit the Museum (Gift) Shop during your visit? Yes No

Will you be bringing bag lunches? Yes No

Please note: Although we do not have indoor dining facilities, you are welcome to use our picnic area, weather permitting.

School Programs

Requested Date:

Alternate Dates: (Please list three (3) alternate dates, in order of preference.)

- 1.
2.
3.

Earliest Arrival Time:

Latest Departure Time:

Programs I wish to book:

Planetarium: Gallery:

Financial Aid

You may qualify! Please indicate the percentage of students in school qualifying or free/reduced lunches: %.

I prefer (Please check one):

- Reduced Admission
Bus transportation Grant