



2021-2022
Self-Guided Instructional
Field Trip Experience
Confirmation Packet

Dear Teachers,

Thank you for making a reservation to participate in our Self-Guided Instructional Field Trip Experience! SeaWorld is committed to delivering high quality, standards-based programs and we look forward to helping you meet your educational goals, while introducing your students to wildlife and wild places.

Please read through the following confirmation materials thoroughly to familiarize yourself with our program policies and procedures. These materials contain all the information you need to ensure you are prepared for your upcoming field trip.

Sincerely,
SeaWorld Education Department



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PROGRAM DESCRIPTION

Help connect your students to the natural world around them. Come enjoy a self-paced field trip program at SeaWorld that will bring education and fun straight to the palm of your hands. We have animal experts throughout the park that can assist your students in uncovering amazing rescue stories and learning about exciting conservation efforts. Students will embark on a journey of discovery they won't forget as they explore all of SeaWorld's attractions, rides and world class shows.

FLORIDA STANDARDS

SC.K.N.1.2, SC.K.N.1.5, SC.1.L.14.1, SC.1.L.17.1, SC.2.L.17.1, SC.2.L.17.2, SC.3.L.15.1, SC.3.N.1.1, SC.4.L.16.2, SC.4.L.17.1, SC.5.E.7.2, SC.5.L.17.1, SC.6.L.15.1, SC.7.E.6.6, SC.7.L.17.3, SC.8.N.1.6, SC.912.L.15.6, SC.912.L.15.7, SC.912.L.17.1, SC.912.L.17.2, SC.912.L.17.3, SC.912.L.17.6

PAYMENTS/PAYMENT METHODS

PRICE

Student Rate is \$29.00 per student.

Groups must have a minimum of 10 paid students to reserve this program. You will receive one free chaperone for every 10 paid students. Any additional chaperones are permitted at the student rate, **not to exceed** a 1:1 chaperone:student ratio.

The number of paid students that attend a program determines your chaperone ratios. If your attendance changes on the day of your program, your chaperone ratios will also change. Students with annual passes would not be considered for the ratio of your free chaperones number.

PAYMENT

Upon making a reservation, the Group Leader will receive an invoice. Please review the invoice to see your balance due. If any of the information needs to be updated, please email us at SWFEDConfirmations@SeaWorld.com.

We ask that full payment for your group be submitted two weeks prior to your program date. This will ensure a smooth check-in the day of your program. Please anticipate a longer check in process if payment is not submitted in advance or if you need to adjust your group's numbers.

TYPES OF PAYMENTS

We accept one check or credit card for the entire group payment. No cash or purchase orders.

PAYMENT OPTIONS

By Email: Email the attached credit card authorization form, completed Participant Count Sheet, and Florida Tax Exempt form (if applicable) to SWFEDConfirmations@SeaWorld.com.

If you prefer to pay over the phone, please email this inbox to set up a time for a representative to contact you to process payment over the phone.

By Fax: Fax the attached credit card authorization form, completed Participant Count Sheet, and Florida Tax Exempt form (if applicable) to 407-370-1720.

By Mail: Please include the attached credit card authorization form or one check, completed Participant Count Sheet, and Florida Tax Exempt form (if applicable) in the same envelope. Payment must still be received two weeks prior to your field trip date. If sending payment by mail, we recommend mailing payment out at least 4 weeks prior. Mail payment to:

**SeaWorld Education Department
Attn: Prepayment
7007 SeaWorld Drive
Orlando, FL 32821**

TAX EXEMPT

If your school is tax exempt, you must include your Florida Tax Exempt form at the time of payment to receive the benefit. If payment is provided without a tax-exempt form, tax will be charged.

ARRIVAL

BUS PARKING

All busses must follow the signs to SeaWorld Bus & Taxi Parking which is located off Sea Harbor Drive. After dropping the field trip participants, busses will park in the Bus & Taxi Parking Lot.

INDIVIDUAL VEHICLE PARKING

Individual vehicles (cars, vans, trucks) must follow the signs to SeaWorld Toll Plaza located off Central Florida Parkway. **All individual vehicles will be charged the daily parking fee.** SeaWorld recommends carpooling or otherwise consolidating your transportation to help the environment and to reduce the amount of parking fees assessed. For the most up-to-date parking price information please visit www.seaworld.com/orlando.

Individual Vehicle Parking fees are not discounted or refundable.

ENTERING THE PARK

Upon arrival, group leaders will check in at the Field Trip Check which is directly across the Bus Unloading Zone (see picture below).



Group Leaders will collect their tickets at the Field Trip Check In Counter and distribute tickets out to their participants. Once all tickets have been distributed, groups will proceed directly to SeaWorld's Front Plaza to enter the park.

All Field Trip participants are subject to security bag checks and metal detectors. Please plan and pack accordingly. **Weapons, glass bottles, sharp objects, straws, hard or soft coolers, and hazardous items are not permitted in our park.**

Students and chaperones with SeaWorld Orlando Annual passes that are participating in a field trip must bring their annual pass with them for admittance into the park. A copy of the pass is not acceptable. They will present their annual pass to be scanned at the entrance.

CHANGES, REFUNDS, & CANCELLATIONS

PARTICIPANT NUMBER CHANGES

Education Staff will be available until 1:30 pm the day of your field trip to assist with any participant number changes. If a group requires adding any last-minute participants, the group **must still adhere to our minimum number of paid student participants (10 students) and not exceeding the 1:1 chaperone to student ratio.**

Education Staff will also be available at the Field Trip Check In Counter to process any refunds for participants who were unable to attend the field trip until 1:30pm. The following criteria must still be met to be eligible for a refund:

- Groups must still meet the 10 paid student minimum
- Groups' number of chaperones cannot exceed the number of paid students
- Group Leader must provide **unused tickets** by 1:30pm at the Field Trip Check In Counter on the day of their field trip to receive a refund. Refunds will not be processed for any tickets that have been used or not submitted prior to 1:30pm.

Program elements are subject to change and/or cancel without notice.

DEPARTURE

All participants will exit through SeaWorld's Main Entrance. Please meet your bus in the Bus & Taxi parking lot (which is located to right of the main entrance).

LUNCH OPTIONS

Groups are permitted to bring their own lunch in small individually stored containers/bags. **Coolers, large bags, or large boxes are not permitted.** Lunch storage is unavailable. If groups are planning on bringing student lunches, each student must carry their own lunch into the park. Lunches will need to be carried in small, portable individual containers like paper bags by the students. Please plan and pack lunches accordingly.

For an easy, affordable lunch option, please consider our Field Trip Meal vouchers for both adults and students. If you would like to add meal vouchers, please email us at

SWFEDConfirmations@SeaWorld.com.



FIELD TRIP PARTICIPANT COUNT SHEET

Please bring this page and form of payment for check-in for your field trip.

Reservation Number: _____ Program Date: _____

School/Group Name: _____

Please use this worksheet to help you determine the total cost of your program. Otherwise, bring this worksheet on the day of your program.

Students at \$29.00 _____ x \$29.00 = \$ _____
(Minimum of 10 paying students)

Free Chaperones _____
(One allowed for every 10 paid students at Regular rate)

Additional Chaperones at Student Rate _____ x \$29.00 = \$ _____

Total Cost = \$ _____

Please note that the total you have calculated above can be affected by various factors:

- The number of paid students that attend a program, not the number on your reservation or this worksheet, determines your chaperone ratios. If your attendance changes on the day of your program, your chaperone ratios will also change. Students with annual passes would not be considered for the ratio of your free chaperones number.
- The group cannot exceed a 1:1 student/chaperone ratio

Passholders must have their actual annual pass (including Florida Teacher Card) in hand on the date of the program for admittance. Missing or expired passes will result in additional charges. Copies of passes are not accepted. All printed vouchers should be redeemed for their associated annual pass before being brought to the Education Programs Entrance. Only the actual pass will be accepted.



FIELD TRIP MEAL VOUCHER COUNT SHEET

(Only fill out this page if ordering Meal Vouchers)

Program Date: _____

School/Group Name: _____

Please use this worksheet to help you determine the field trip meal voucher cost.

Field Trip Meal Vouchers:

Child Meal vouchers _____ x \$ 6.00 = \$ _____
(ages 3-9) (\$6.39 w/tax)

Adult Meal vouchers _____ x \$ 12.00 = \$ _____
(ages 10+) (\$12.78 w/tax)

Meal Voucher Additional Information:

- Adult Field Trip meal voucher (ages 10+) consists of an entrée and drink (non-alcoholic).
- Child Meal voucher (ages 3-9) consists of a child's meal and child's drink.
- If the school is tax exempt, a **FLORIDA** Tax Exempt form must be presented at time of payment to receive the non-taxed rate. If no tax-exempt form is provided at the time of payment, tax will be charged.
- Meal vouchers are non-refundable but are valid for up to one year of date of purchase.
- Meal vouchers must be paid for with one check or credit card two weeks prior to date of field trip.
- If you would like to add meal vouchers, please email us at SWFEDConfirmations@SeaWorld.com.



CREDIT CARD AUTHORIZATION

I, _____, authorize SeaWorld Orlando to charge my credit card:

Amount _____

Credit Card Type _____

Credit Card Number _____

Expiration Date _____

CVV/CID Number _____

Name on credit card _____

Zip code of card holder _____

School/Group Name _____

Reservation/Order # _____ Date of visit _____

Please provide an e-mail address. We will send you a confirmation receipt once your payment has been processed:

Please send this completed form to swfedconfirmations@seaworld.com or fax it to 407-370-1720.



BUS & VEHICLE PARKING

All busses follow the signs to Bus & Taxi Parking located off of Sea Harbor Drive:

- If coming from International Drive, turn left into the outermost bus/tram lane.
- If coming from Central Florida Parkway, turn right into the intermost bus/tram lane.
- If Bus Parking is full, busses are also permitted to park in the Turtle Lot, directly across the street from Bus Parking

All individual vehicles follow the signs to SeaWorld Toll Plaza located off Central Florida Parkway:

All individual vehicles will be charged the daily parking fee at the Toll Plaza and park in the general parking section of SeaWorld's parking lot. **There is NO discount on parking for individual vehicles coming on a field trip.**

