



## WINTER Education Program Booking Form

### Contact Information

**\*Please ensure all fields are completed\***

School Name:	_____	Contact Person:	_____
Address:	_____	Grade Level:	_____
City:	_____	# of Students:	_____
Province/State:	_____	# of Adults:	_____
Postal Code/ZIP:	_____	Arrival Date:	_____ Time: _____
Phone #:	_____	Departure Date:	_____ Time: _____
Fax #:	_____	E-Mail:	_____

## WINTER Education Program- Booking Information

The following steps will assist you with the completion of your Booking Form:

### Programs

1. Review the Program Information brochure.
2. Decide which activities you would like to participate in and check off the appropriate boxes (30 students/session maximum).
3. You may choose to do 2 of the same program, please note in the **No. of Programs** column.
4. Fill in the date on which you would like to do your program.
5. Determine whether you would prefer the AM or PM for your program.
6. Indicate the number of students that will be participating in the program (max is 30/program).
7. Multiply the number of programs by cost and then add the column to find the total cost.
8. If you are staying overnight, please indicate the # of nights. Accommodation is available for a maximum of 75 persons, including adults.
9. Please note that one supervising adult is required for every ten students. Supervising adults are required to remain with the class during the overnight stay as well as during day programs.



**Requested Programs**

Over Night at the Kootenay Post- # of Nights \_\_\_\_\_ X \$180 = \$ \_\_\_\_\_

Program	No. of Programs	Date Requested	AM/PM	# Students	Cost
Ring the Anvil		Day/Month			\$100 X No. of Programs = \$
Leather Working		Day/Month			\$80 X No. of Programs = \$
Home Sweet Home		Day/Month			\$100 X No. of Programs = \$
David Thompson		Day/Month			\$100 X No. of Programs = \$
Guided Town Tour		Day/Month			\$50 X No. of Programs = \$
Wagon Rides		Day/Month			\$80 X No. of Programs = \$
Outdoor Ice Rink		Day/Month			\$25 for 2 hours X No. of hours= \$

TOTAL OWING FOR PROGRAMING \$ \_\_\_\_\_



## WINTER Education Program- Booking Information

### Payment

Total Before Tax:

Sub Total \$ \_\_\_\_\_  
+ 5% GST \$ \_\_\_\_\_

Total Amount Due: \$ \_\_\_\_\_

**Payment Policy:** We require a deposit of 50% within 30 days of booking  
**Cancellation Policy:** Full refund if cancellation is received at least 48 hrs prior to arrival  
No refund if cancellation is received less than 48 hrs prior to arrival

Please indicate your method of payment below:

- Cheque (make cheques out to: Friends of Fort Steele Society)
- Visa: Card # \_\_\_\_\_ Expiry Date \_\_\_\_\_
- MasterCard Card # \_\_\_\_\_ Expiry Date \_\_\_\_\_

### Final Details

1. Please return this reservation form via fax: **1.250.489.2624**.
2. Or by mail: **Fort Steele Heritage Town, 9851 HWY 93/95, Fort Steele, and B.C. V0B**.
3. If you require further information please call **1.250.417.6000**.
4. Once all the information has been received, a detailed schedule and payment receipt will be sent to you.