

# McDowell Farm School

105 Delong Rd Nauvoo, AL 35578  
mcdowellfarmschool.com

Phone: 205.387.1806  
Fax: 205.221.3454

## Reservation Confirmation

### Reservation Policy:

Please return this form **as soon as possible** to guarantee and reserve your preferred dates. For all *new* schools to the program, a non-refundable deposit is required 2 weeks from the date your reservation is made. For reservations of fewer than 50 students, the amount is \$150. For reservations more than 50 students, the fee is \$250.



### Billing Policy:

An accurate count of student participants is due at least 60 days prior to your scheduled trip date. Once the 60 day deadline has passed, the school is responsible for a payment of 75% of the number of reserved participants. Payment is due within 30 days of cancellation. Groups are expected to bring the number of participants indicated at the time of registration. McDowell Farm School allows for a 10% reduction in group size from the reserved amount without penalty. For decreases greater than 10%, the group will be billed 50% of the no-show registrants' fees.

**SCHOOL:** \_\_\_\_\_

**DATES RESERVED:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**LEAD TEACHER:** \_\_\_\_\_

**E-MAIL ADDRESS:** \_\_\_\_\_

**SECOND SCHOOL CONTACT:** \_\_\_\_\_

**EMAIL OF SECOND CONTACT:** \_\_\_\_\_

**School ph #:** \_\_\_\_\_ **Cell ph # of Lead Teacher:** \_\_\_\_\_

**# OF STUDENTS:** \_\_\_\_\_ **GRADE** \_\_\_\_\_

*By signing this Reservation Confirmation, you are committed to the dates and approximate students listed above and understand the Reservation and Billing policies.*

**Lead Teacher Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Principal / Administrator Signature:** \_\_\_\_\_ **Date** \_\_\_\_\_

Please email [farmschooldirector@campmcdowell.com](mailto:farmschooldirector@campmcdowell.com) or fax 205.221.3454 c/o Farm School