

**SPRUCE LAKE OUTDOOR SCHOOL  
DAY PROGRAM RESERVATION FORM**



Fill in the information below and return form with the required **\$50 deposit** to confirm your program date. Deposit represents agreement to our terms: The balance of your program cost is due **before your departure** from Spruce Lake. \*A minimum of ten (10) participants needed for a program (either by grade or total group). Also, if you cancel your program **twelve (12) weeks or less** before your scheduled date, you will be **responsible for 80% of the total program cost**, based on the number of participants reported on your Reservation Form or the Group Update Form, whichever is most current. Keep a copy for your records.

**SCHOOL/GROUP:** \_\_\_\_\_ Today's Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
**Teacher/Contact Person:** \_\_\_\_\_ **Position:** \_\_\_\_\_  
**School Address:** \_\_\_\_\_  
**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_  
**School Phone:** (\_\_\_\_) \_\_\_\_\_ **School Web Site:** \_\_\_\_\_  
**School Email:** \_\_\_\_\_  
**Date of Program:** \_\_\_\_/\_\_\_\_/\_\_\_\_ **Arrival Time:** \_\_\_\_\_ **Departure Time:** \_\_\_\_\_

<b>PARTICIPANTS</b>	
Grade	Total
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
<b>Total number of students</b> _____	
Number of teachers _____	
Number of other adults _____	
<b>Total number of adults</b> _____	
<b>Total Number of Participants</b> _____	

Itemize by grade when applicable.

**IMPORTANT: PLEASE PLAN FOR MINIMUM OF 2 ADULTS PER 8-12 STUDENTS!**

**SELECT your meal preferences and number of activity periods.**

**MEAL (S):** (circle one)  
 No Meals (Registration Fee required)  
 Lunch only  
 Lunch AND Dinner  
 Dinner only

**ACTIVITY PERIODS:** (circle one)  
 2 activity periods      3 activity periods      4 activity periods      5 activity periods

**RETURN TO:**  
 Director, **SPRUCE LAKE OUTDOOR SCHOOL**  
 5389 Route 447, Canadensis, PA 18325  
**PHONE:** 800-822-7505 x 136 **FAX:** 570-595-0328  
**EMAIL:** [OUTDOORSCHOOL2020@SPRUCELAKE.ORG](mailto:OUTDOORSCHOOL2020@SPRUCELAKE.ORG)