



Montclair State University

School of Conservation, 1 Wapalanne Rd, Branchville, NJ 07826
800-624-7780; 973-948-5131 (fax); www.csam.Montclair.edu/njsoc

Facility Use Form

Name of Group _____ Number of Participants*: Girls _____

Grade _____ Boys _____

Number of Field Teaching Groups _____ Teachers _____

Parents _____

Total: _____

How many Dining Hall tables do you need? _____ (12 seats per table)

Do you need NJSOC Nursing Services? Yes _____ No _____

Are you requesting evening snacks? Yes _____ No _____

If so, what kind of snack is being requested? _____

Do you need the NJSOC to secure a bus for any off campus trips? Yes _____ No _____

If so, how many will you need? _____ (bus capacity: 54)

An additional fee for bus services will be added to your invoice.**

Do your teachers wish to receive Professional Development Credit? Yes _____ No _____

If Yes, please follow the Professional Development Guidelines (pp. 0-11).

Are there any food allergies, special diets, vegetarians, etc., in your group?

* All schools are required to submit a roster of attendees at least 48 hours prior to their arrival. Schools will be permitted to deviate from this roster by a 5% reduction without penalty. Deviations greater than a 5% reduction will be invoiced at 95%. Deviations greater than the original roster will be invoiced at the actual amount.

** Additional fees for bus services are as follows:

Tillman's Ravine:	\$175.00
Sunrise Mountain:	\$175.00
Tillman's Ravine and Sunrise Mountain, _ day:	\$225.00
Tillman's Ravine and Sunrise Mountain, whole day:	\$350.00
Tillman's Ravine, Sunrise Mountain, & Buttermilk Falls:	\$275.00
Dingman's Falls:	\$225.00

Please complete and return 30 days prior to your trip to the NJSOC