



## **CANCELLATION POLICY**

If a school must cancel a scheduled field trip, the school must notify Lacey Bray, Education & Visitor Engagement Specialist immediately. Cancellations must be made no later than 2 business days prior to the scheduled program date. Failure to provide cancellation notice will result in the school or group being ineligible for rescheduling their field trips and will no longer be considered for future bookings; with the exception of documented emergencies. Field trip deposits are non-refundable. Pinecrest Gardens reserves the right to cancel or reschedule a field trip in the event of unpredicted maintenance, facility closures or weather.

## **WEATHER POLICY**

In the case of extreme weather conditions (Including but not limited to tropical storms, lightning, thunder, heavy rains, flooding, extreme heat or extreme cold), Pinecrest Gardens reserves the right to cancel the program. Cancellations due to weather conditions will be made the day before or the morning of the program. A member of the Pinecrest Gardens Staff will contact the school prior to their scheduled trip, and the school will be given the opportunity to reschedule if possible.

Pinecrest Gardens also reserves the right to cancel or reschedule a field trip due to unforeseen circumstances such as unexpected maintenance, or facility closures. Please note that all field trip deposits are non-refundable.

PRINTED NAME: \_\_\_\_\_

NAME OF SCHOOL:

\_\_\_\_\_

DATE OF FIELD TRIP: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

