



DEPARTMENT OF NATURAL AND CULTURAL RESOURCES
NORTH CAROLINA DIVISION OF PARKS AND RECREATION
Field Trip Request Form

Notice: This is a request for ranger-guided Field Trip experience. This does not confirm your placement or dates. Please email this completed form to the state park for which you are requesting a field trip. A link to email addresses for state park offices is at the bottom of this form. We aim to respond within 10-days to confirm availability.

Name of teacher/coordinator: _____ Date: _____

Contact phone number: _____ Contact email: _____

Name of School/Group: _____

Were you in the School in Parks Collaborative? Yes No What school year was your cohort? _____

Age/grade level of students/kids: _____

of students*: _____ # of adults (including teachers): _____ Total # of people: _____
*if more than 100 students, split into two days.

Please let us know if we need to consider adapting activities for special needs students. (e.g. mobility issues, visually challenged, sound sensitivity, etc.) Describe:

Which state park do you wish to visit? _____

Is this your first time leading a field trip to this park? Yes No

If applicable, list your second choice for a state park to visit: _____

What curriculum topics do you wish to cover during the field trip?

Please note other facility or program requests (e.g. picnic shelter for lunch, Big Canoe programs):

Date(s) Desired: *Tuesday – Thursdays are preferred*

First preferred date: _____ Second preferred date: _____ Third preferred date: _____

Arrival time: _____ Departure time: _____

Find park email and telephone numbers at ncparks.gov/contact-list

Check this box if other than the teacher/coordinator completing this form. Please include your name and phone number.

Name: _____ Phone: _____