

# Clark Planetarium Reservation Check List

- One single lump sum payment is required at the time of service for the number of participants attending a show. This makes check-in as easy as possible.
- Any adults paying separately are subject to the regular price of \$7.
- While we do our best to accommodate attendance number changes upon arrival, no seating guarantees can be offered for availability beyond the reserved number.
- We need to be notified at least four days in advance of any increase in numbers (decrease in numbers can simply be reported upon check-in).
- Payment can be made by credit card, cash, preprinted check, or purchase orders from Utah public school districts only.
- If you bring extra people without notifying Reservations, they may be charged regular prices and are NOT guaranteed a seat.
- Certified Home School affiliated with an Utah Public School district?
- Title One School?
- Dates for field trip (list 3 to 4 dates)?
- Arrival Time, allowing time for traffic/weather (we open as early as 9:00 during the school year)?
- What grades or ages of group?
- Number of Students/Children?
- Number of Teachers/Leaders and Staff?
- Number of chaperons (not including teachers/leaders)?
- Visit free exhibits (Yes or No?)
- What Hansen Dome Theater Show?
- What IMAX Movie?
- What Science on a Sphere (SOS) show do you want?
- Planet Fun Store for adults and/or students? (Yes or No)
- We require a minimum 1 to 10 ratio rate of supervision in the store.
- IMAX popcorn/drink special for \$2.00 each person? (Yes or No) Number of specials for reservation (Concessions are not allowed in the Hansen Dome Theatre or Science on a Sphere presentations.)
- Any special needs people needing accommodations (see below)?
- How many wheelchair seating?
- How many closed-captioning readers for hard of hearing for IMAX (4 available, for selected titles only)?