



# Museum Without Walls: “Mobile Labs” Family Science Night

**children's**  
**science center**

EXPLORE. CREATE. INSPIRE.

## 2013-2014 Preliminary Registration Form

PLEASE TYPE INTO THIS FORM, SAVE AND EMAIL TO: [MuseumWithoutWalls@TheChildrensScienceCenter.org](mailto:MuseumWithoutWalls@TheChildrensScienceCenter.org)

School / Organization: \_\_\_\_\_

Address: \_\_\_\_\_

County: \_\_\_\_\_ (Note: We follow your county's cancellation policies for inclement weather)

Point of Contact (POC): \_\_\_\_\_

POC Telephone: \_\_\_\_\_ (NOTE: Ensure this contact number will be available the day of the event)

POC Email: \_\_\_\_\_

Is this a Title I School?

Where will the event be held (e.g., gym, cafeteria)? \_\_\_\_\_

If selected in the drawing, what type of invoice is preferred?

### Submission of this form indicates that the school/organization agrees to the following:

- **Will pay a flat fee of \$500 for a maximum of 350 students** – Payment is due three weeks prior to your event date. Title I schools are exempt from this fee.
- **Will provide 15 free-standing, rectangular tables**
- **Will provide 15 Adult volunteers** – Volunteer contact information must be provided to the museum's Education Team 10 days in advance of your event to ensure that each volunteer receives a station assignment and Volunteer Information Packet. Volunteers must prepare in advance for the event by thoroughly reading the materials and viewing the related online videos provided for their assigned activity, and should address questions to the Education Team well in advance of the event date as on-site training will not be available.
- **Access to the space for four hours, which includes time for set up and clean up** – Events will be scheduled on Mondays, Wednesdays, or Fridays from 6:00 p.m. – 8:00 p.m. only, September through May.

Email completed form to  
[museumwithoutwalls@thechildrenssciencecenter.org](mailto:museumwithoutwalls@thechildrenssciencecenter.org)  
**no later than April 30, 2013**

Schools will be selected via a blind drawing on **May 1, 2013**

Selected schools will be notified by **May 6, 2013**

If your school has already submitted a registration form for the upcoming year, there is no need to reapply: your form will automatically be added to the drawing.