



Association of Chinese Americans, Inc.

Detroit Chapter of the OCA-Asian Pacific American Advocates



Field Trip Application

Thank you for your interest in scheduling a field trip with us. This application helps us understand your needs and begin a conversation about designing a meaningful experience for your participants.

Submission of this form indicates interest only. Date, program details, pricing, and confirmation will be finalized after follow-up communication.

Contact Information

Organization Name: _____

Address: _____

Primary Contact Name: _____

Title / Role: _____ Email: _____ Phone: _____

Group Information

Participants Age Range: _____ Estimated Number of Participants : _____

Number of Chaperones: _____

Preferred Schedule

Preferred Date(s) (up to 3): _____

Preferred Time: From _____ To _____

Desired Program Duration (check one): 60 min 90 min 120 min Other: _____

Goals & Program Interests

Please briefly describe your learning goals, or explain what you hope participants will achieve through this field trip and how it connects to your curriculum or program objectives.



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Pricing & Planning Notes

- Program pricing is based on group size, staffing needs, and program design.
- A minimum program fee may apply for smaller groups.
- Final pricing will be confirmed after reviewing enrollment numbers and customization needs.

Optional (for planning purposes only):

Does your organization have an anticipated total budget range?

Not yet determined Under \$500 \$500–\$800 \$800–\$1,200 Other: _____

Confirmation, Deposit & Cancellation Policy

- A refundable \$50 deposit is required to confirm and hold a scheduled date.
- Cancel ≥ 14 days prior: full refund.
- Cancel 7–13 days prior: \$25 refund.
- Cancel within 7 days: no refund.

Acknowledgement: I have reviewed and understand the above policy.

After submission, our team will follow up to discuss customization, confirm availability, and finalize details.