



Today's Date: _____

Date of Field Trip: _____

Letter of Intent

_____ (School Name) plans to attend a field trip at McClain General Store and Safari Tours on _____ (Field Trip Date). This request was submitted by _____ (Group Leader/ Teacher). In order for a Safari field trip to be considered booked, we require this letter of intent to be signed by a school administrator/ principal within 7 days of booking to keep your reservation.

The Proposed field trip is for approximately _____ children, _____ Teachers, & _____ chaperones.

By signing this agreement, the school is agreeing to the conditions and regulations set forth by McClain General Stores and Safari Tour, and are letting your intent of attendance be known. This agreement is used in lieu of a deposit and is binding. If for some unforeseen reason your school is unable to attend your allotted field trip day and time, the school must reschedule for a future date and time. If for any reason the school is unable to attend and/or reschedule, the school agrees to the cancellation fee of \$100, to cover the loss of potential customers that were unable to book during this specified time slot at McClain General Store and Safari Tours.

Signature _____

Date _____

Title _____

Signature of School administrator/ principal

Signature _____

Date _____

Signature of Group Leader/ Teacher