



RESERVATION FORM

October 2025 Dates:

8-11, 15-18 & 22-25

9am-12pm

9am-3pm on Saturdays only

Reservation required for groups

Email to: msagmuseum@mdac.ms.gov

Prior to completing this form, please call (601-432-4500) to check available dates and times. Once your date and time has been checked, please complete, sign and return by fax or email. Once reviewed, a hold will be issued for your reservation, and a copy will be sent to you as confirmation.

DEPOSITS ARE REQUIRED in the amount of ½ of the total admission and must be received by the museum no later than 5 business days prior to the intended field trip reservation date. If a deposit is not received, your reservation will be **cancelled**. Deposits must be paid by cash, school check, money order or purchase order. Credit cards cannot be used for advanced payments. No personal checks are accepted. No TAP or Apple Pay. Upon arrival, you will be required to pay the balance due. Please ensure that all fees are collected from teachers, chaperones, and parents prior to your arrival in order to facilitate a smooth group check-in process. For any individuals who need to make separate payments, they will be required to wait in line to settle their dues and there is a possibility that they may not be able to enter the museum at the same time as the rest of the group.

SCHOOL/ORGANIZATION _____

ADDRESS _____ CITY _____ STATE _____ ZIP _____

PHONE _____ FAX NUMBER _____

CONTACT PERSON _____

CONTACT CELL PHONE _____ EMAIL _____

Field Trip Date: _____		Field Trip Time: _____	
<u>ADMISSION</u>	<u>NUMBER OF PEOPLE</u>	<u>COST PER PERSON</u>	<u>TOTAL</u>
Children Ages 1 - 17		\$12	
Adults (includes all parents, teachers and chaperones)		\$12	
TOTAL AMOUNT DUE:			
DEPOSIT AMOUNT DUE: (1/2 of total amount)			
Date deposit is due:			

Principal Signature: _____ Teacher Signature: _____

MAFM Staff ONLY

NOTES:

Date form received: _____ Confirmation: email / mail

Pre-paid amount received: \$ _____ Date: _____

Method of payment: Cash/Ck/PO - PO/Ck #: _____