



# Virtual Education Program Information

Thank you for your interest in a NMWC virtual education program! Please read the following Program Information & Policies. A completed and signed copy of the Classroom Program Request Form must be sent to:

New Mexico Wildlife Center, 19 Wheat St, Espanola, NM 87532

*email:* [education@newmexicowildlifecenter.org](mailto:education@newmexicowildlifecenter.org)

*phone:* (505) 753-9505

All virtual education programs are ~45 minutes long (15 minutes allotted for technical difficulties and questions) via your choice of virtual communication (Zoom, Google Hangouts, etc.) featuring one or more of our Ambassador Animals.

Virtual programs are \$40.

**Reservations:** Schedule early to help ensure your preferred date and time. All reservations are made on a “first-come, first-served” basis. **Two weeks advance registration is required.** Reservations are confirmed only when you receive an email from our education staff in response to your completed request form.

**Payments:** Payment is due in full by the day of the program. Checks, cash or credit card (MasterCard or VISA) accepted. Please contact us directly if you require a different payment method. Make checks payable to NMWC. Persons scheduling programs are responsible for all fees. Checks returned for insufficient funds will be charged an additional \$35 fee.

**Cancellations & Refunds:** No refunds will be provided for events cancelled by the scheduling group. A full refund will be provided in the event that NMWC must cancel a program and no alternative date can be scheduled.

**Supervision:** For groups with children, at least one adult must be present with the group for the entirety of the virtual program.

*I have read, understand and agree to the terms on this page.*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_



# Virtual Education Program Request Form

Contact Person

Contact Phone

Contact E-mail

Date Requested (1st, 2nd, 3rd choice):

Start Time Requested:

Are there any animals you would prefer we not include during the program?

Owls       Snakes       Other: \_\_\_\_\_

This virtual program is for a (check one):

School

Name of School   
School District   
Teacher  Grade   
(if different from contact person)

Individual Gift

Name of Individual  Age   
Individual's Email   
Location (City/State)   
Reason for Gift

Group/Organization

Name of Group/Org   
Location (City/State)  Age Range   
Description of Group