



# 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 Virtual Program Request Form must be sent to:

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

*email:* education@newmexicowildlifecenter.org

*phone:* (505) 753-9505

All virtual education programs are 45 minutes long, with an additional 15 minutes for establishing the technical connection and Q&A, via your choice of virtual communication (Zoom, Google Meet, etc.). Each program will feature 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 finalizing the date and time 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) are 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 programs cancelled by the scheduling group. A group that cancels may reschedule; rescheduling groups will receive the lowest priority for program dates. 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.

***By typing my name in the field below, I attest that I have read, understand and agree to the terms on this page.***

Name: \_\_\_\_\_ Date: \_\_\_\_\_



# Virtual Education Program Request Form

Contact Person:

Contact Phone:

Contact E-mail:

### Date Requested:

1st Choice

2nd Choice

3rd Choice

### Start Time Requested

(between 10am and 2pm):

1st Choice

2nd Choice

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(s)  Grade   
(if different from contact person)

Group/Organization

Name of Group/Org

Location (City/State)  Age Range

Description of Group

Individual Gift

Name of Individual  Age

Individual's Email

Location (City/State)

Reason for Gift