



## EXPEDITION PLANNING FORM (PG 1)

Date \_\_\_\_\_ Sponsoring Organization \_\_\_\_\_

### CONTACT INFORMATION

Name \_\_\_\_\_ Address \_\_\_\_\_  
(First and Last)

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Phone Number \_\_\_\_\_ Email Address \_\_\_\_\_

### EXPEDITION DETAILS

Proposed Expedition Date \_\_\_\_\_ Desired Location (circle one) Querétaro Veracruz

Estimated Number of Participants \_\_\_\_\_

### TRAVEL ARRANGEMENTS (Please check all transportation means you require)

Flights \_\_\_\_\_  
(Please specify departure and arrival locations)

Bus \_\_\_\_\_  
(Please specify departure and arrival locations)

Car Rental \_\_\_\_\_  
(Please specify departure and arrival locations)

### ACCOMMODATIONS (Please circle desired option)

Homes Government Sponsored Facilities Hotels Cost \_\_\_\_\_

### MEALS (NOTE: 2 meals will be provided per day (except travel days))

Location of meals \_\_\_\_\_

Additional meals requested \_\_\_\_\_

Dates and times \_\_\_\_\_

Locations \_\_\_\_\_

Additional Cost \_\_\_\_\_

# EXPEDITION PLANNING FORM (PG 2)

## PROJECTS

Types \_\_\_\_\_

Equipment/items participants need to bring for projects \_\_\_\_\_

Classes to be taught according to participants' abilities and education \_\_\_\_\_

## ACTIVITIES

Discovery day (fun activity) \_\_\_\_\_

Location \_\_\_\_\_ Transportation \_\_\_\_\_ Cost \_\_\_\_\_

## NEEDS OF THE COMMUNITY

Donations to be gathered \_\_\_\_\_

## COSTS AND PAYMENT

Total Cost of Expedition Per Participant \_\_\_\_\_

Payment Schedule

Due date

Deposit (\$150 Non-Refundable) \$250

\_\_\_\_\_

Balance due (Non-Refundable) \_\_\_\_\_

\_\_\_\_\_

(60 days prior to departure date)