Field Trip Reservations

3500 Knoxville Zoo Drive Knoxville, TN 37914
865.637.5331 Ext.1443
Fax 865.935.8541

Completed Reservation Forms are due 4 weeks prior to zoo visit.
fieldtrips@zooknoxville.org

Qualifying Groups

- **Accredited Schools**
- **Preschools**
- **Year-round Daycares**
- **Headstarts**
- **Organized Home School Co-ops**



Admissions Policies

- Payments must be made at the Ticket Booth in one lump sum on the day of your visit. Preschools
- Refunds are given by check only and are mailed after your visit. Headstarts
- Purchase orders are not accepted.
- Groups will not be invoiced, all payments are processed prior to zoo entry on trip day.
- Adults visiting with your group but not included on the group order can purchase individual tickets for $22 on Trip Day at the the Ticket Booth. Sibling Prices are $14.
- Knox County Schools Receive Free Admission.
- Popular dates are capped and do fill up, don't wait to complete reservation!

Additional Info

- Tent Reservations, Education Programs, Rides, and Experiences are all additional to Admission Fees. All items are by reservation only and purchased together with one payment method at check in on trip day.
- Use separate reservation forms for separates dates/multiple visits. Purchase orders are not accepted.
- Cancellations and changes for any reason, including inclement weather, please email or call to reschedule.
- At least 1 chaperon or teacher must remain with each group of 10 students, regardless of age.
- Federal Title 1 Students receive an admission fee reduction allowance to visit Zoo Knoxville with approved School Group Admission Reduction Form a minimum of 3 weeks in advance.
- Attendance numbers can be altered at check-in to accommodate small changes.



Field Trip
Reservation Form

Today's Date: School Name:

Address:

City: State: County: Zip:

Primary Contact Name: Primary Contact Phone:

Primary Contact Email: Principal/Director Name:

Requested Trip Date: Grade(s): Number of Busses:

Arrival Time: Lunch Time: Departure Time:

Will your group be visiting the Zoo Shop?

Is your group using the Knox County Field Trip STEM Experience Guide: Zoo Knoxville during your visit?

Not familiar about the Knox County Field Trip STEM Experience Guide: Zoo Knoxville? Find it here:
Knox Country Trip STEM Experience Guide: Zoo Knoxville

Please sign and acknowledge:

As a group leader, I accept responsibility for the behavior and actions of the members of my group during their Zoo visit. I realize this is important in order to assure the well being of both the animals and visitors of Zoo Knoxville. I understand that one chaperon or teacher must remain with each group of 10 students, regardless of age.

Signature: Cell Phone:

Admissions & Experience Fees

	Count	x	Cost	=	Total
Student PreK - 8th Grade:		x	$10	=	
Students 9th Grade & Up:		x	$12	=	
Free Teachers (1 per 10 students):		x	$0	=	
Bus Drivers:		x	$0	=	
Additional Teachers:		x	$20	=	
Carousel Rides:		x	$3	=	
Children's Train Rides:		x	$3	=	
Tent Lunch Space Reservation (per seat):		x	$3	=	
Edu. Program Reservation Fees (Page 3):		x	$1-5	=	
Discount		x		=	

Total Payment Due at Check in on Field Trip Day:

Learning Program
Reservation Form

School Name: _____ Day of Contact Name: _____

School Phone: _____ Day of Phone: _____

Date of Visit: _____ Primary Contact Email: _____

Arrival Time: _____

Admissions Policies

All Programs have a 15 person minimum price.
Check all preferred program types.
Please visit www.zooknoxville.org/field-trips/ for program details

Edventure Modules ☐

- 15 minutes each module.
- Accommodates 15-50 students. Can run simultaneous or back-to-back programs to meet larger group needs, staff depending.
- Various Topic Available. See website for list and details.
- $1 per student.

Classroom Program with an Animal Ambassador ☐

- 45 minutes.
- Accommodates 15-60 students.
- Limited to 3 programs per day.
- Unavailable June - August.
- $5 per student.

Guided Tour for 7th Grade and Up ☐

- 45 minutes portion of the zoo.
- Accommodates 15-35 students.
- $2 per student.
- 7th grade and up.

Career Tours ☐

- 1.5 Hours
- 6th grade and Up
- Groups 15-25 students (max 4 groups a day = 100 students)
- Limited availability
- Need one month or more notice to book
- $100 plus $4 per student (per group of 25)

Notes/Questions/Special Needs:

Age Group: _____ Number of Children: _____ Number of Adults:: _____

Chaperons are invited but not counted in program pricing, numbers are needed due to fire code limits. Program prices are subject to change without notice. Education Department Staff will contact you to schedule your program time and send a invoice by e-mail for your learning program. Payment will be collected at the Ticket Booth for all field trip activities and admission in one lump sum before you enter the Zoo Knoxville. Please bring a check made out to Zoo Knoxville. We cannot offer refunds after payment is received unless a program is canceled by Zoo Knoxville. If you decide to cancel your program for any reason, please contact the education department as soon as possible. Zoo Knoxville does not bill or accept purchase orders. **Do not send payment with this form.**

FIELD TRIP
Frequently Asked Questions

What's Next?

Once Reservation Forms are processed, you will receive a confirmation email with trip information.

Parents and Siblings

Parents may use their membership as normal on trip day or purchase tickets online using the field trip discount code provided with your confirmation packet. Online parent tickets purchased in advance of trip day are $20/$14 while parent/sibling tickets purchased at the ticket booth on trip day are $24/$16. Regular Admission is $26.95/$21.95.

Students With A Membership

Students may be included on a Family Membership, in which case the card (or a photo copy) should be presented at the Ticket Scanner during the entry. Teachers/students may carry/present the pass.

Payments

Payments for group activities (admission, experiences, and education programs) are due in one lump sum at check-in at the Ticket Booth. Guest counts are updated upon arrival. Checks can be made out to Zoo Knoxville.

Lunch Time/Tent Reservations

Groups may bring in their own lunches/coolers to picnic in one of the first come first serve lunch spaces. Coolers can be stored at the event lawn field trip storage area, groups are responsible for transporting their own lunches throughout the zoo. Event Tent Reserved Seating is available on select weekdays for $3 per seat for a 45min lunch period starting at 10 am, 11 am, or 12 pm. Cooler Transport is included with Tent Reservations. Do not pack drinks with disposable lids/straws(juice boxes/pouches), straws are dangerous to our animals and prohibited on Zoo Knoxville grounds.

Seasonal Suggestions

As a mostly outdoor experience, check the weather and have all student dress accordingly for rain, wind, and temperature swings. Ponchos can be purchased in the Zoo Shop. Refillable Water bottles are encouraged.

Spending Money

Spending Money isn't a necessity to have fun at Zoo Knoxville, but is helpful for individual interests. Seasonally available Animal Encounters are $2-$5. Children's Train and Carousel Rides are $5 per rider while Soaring Eagle
Zip-line Rides for those 47in+ tall are $13. Rides are weather dependent and may close without notice. Pepsi Drink Machines offer $3 items. A variety of Zoo Shop Souvenirs are available for $10-$20. Eateries throughout the park offer snacks and treats for $10 and meals for $15.

Entry & Exit Process

Busses arrive to Front Gate, Contact Teacher checks in at Ticket Booth while students unload with Zoo Staff to side gates. Contact teacher distributes wristbands to all chaperon included on the group order. All wristbands must be on during entrance. Parents enter with their mobile tickets or memberships through the main gate and wait for students in the main plaza. Parents enter via main gate and reunite with students in the main plaza. Signing out students and passing out lunches must happen inside the Zoo Gates. To Exit, Groups will gather in main entry plaza. Allow at least 20 min to load and exit. Zoo Staff will verify with Contact Teacher all guests are accounted for, Zoo Staff will release busses to leave the Parking Lot, pull to the roundabout and collect students. *Busses cannot wait for groups in roundabout due to fire lane restrictions.*

Group Without Busses

Groups without busses gather by the Zoo Shop Exit, entrance gates and windows must remain clear.

