



# Distance Learning

## Education Program Booking Request Form

Please fill in the following information and return to [education@CamdenChildrensGarden.org](mailto:education@CamdenChildrensGarden.org) or fax it to 856-365-9750. We will contact you as soon as possible with confirmation of the date and time. Thank you for your interest in our programs!

Today's Date: \_\_\_\_\_

Contact Name\*: \_\_\_\_\_  
 Organization Name: \_\_\_\_\_  
 School Name: \_\_\_\_\_  
 Contact's Mailing Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
 Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_  
 Email: \_\_\_\_\_

*\*Contact will receive the confirmation, invoice and teacher's materials via email and will be responsible for getting them to the appropriate entity or person.*

Bill To:  
 Name: \_\_\_\_\_  
 Organization: \_\_\_\_\_  
 Billing Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
 Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Programs Requested:

Program Name	Date	Time	# of Students	Grade	Teacher
<i>*Test Call</i>			XXX	XXX	XXX

Comments / Special Needs:

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**Garden Office Use Only**

Invoice #: \_\_\_\_\_  
 Test Call Date: \_\_\_\_\_  
 Materials Sent On: \_\_\_\_\_

*Our ISDN # is 856-963-4382.  
 Our inbound IP address is 151.204.190.204. Schools must call our IP address to connect.  
 A test-call, at least one week before the scheduled date of the first requested lesson, is necessary when it is the first time the organization or school will be connecting to the Garden. Cancellations must be made 7 days prior to the scheduled lesson to avoid a \$25 cancellation fee.*



3 Riverside Drive  
 Camden, NJ 08103

P: 856.365.8733  
 F: 856.365.9750