

On-campus Party Booking Sheet



Date of event: _____

Name of party/organization: _____

Contact Information

First name: _____ Last name: _____

Phone: _____ Email: _____

Address: _____ City: _____ State: _____ ZIP code: _____

Member ID: _____ Expiration date: _____

Event Information

Event time: _____

Event location: _____

Total estimated attendance: _____

Additional guests: _____

(Final count due 1 week before the event.)

Add-ons: _____

Total cost: \$ _____

Location Pricing Information:

- Safari Tent w/24 ppl. \$300
- Jungle Junction w/24 ppl. \$300
- Kiwanis Education Center w/30 ppl \$325
- Meerkat Manor w/40 ppl. \$350
- Wildlife Theater w/50 ppl. \$450
- Train Tract w/45 ppl. \$400
- Bear Backyard w/60 ppl. \$600
- Safari Base Camp w/50 ppl. \$600
- Land of the Giants w/100 ppl. \$950

Additional guests can be added to all spaces for \$8.00/person with the exception of the Kiwanis Education Center due to fire code regulations.

Party Add-ons:

- Animal program, \$25/animal (max. 4)
- Craft \$15 per 15 kids
- Grill rental \$50
- Story time \$10.00
- Goodie bags \$5.00 each
- Additional time \$50/hour

Payment: A 50% deposit is due a week before the party and the remaining balance is due before the start of the event. We accept cash, check, or credit card. Checks should be made payable to the Racine Zoo. Please label your check with your name, program, and event date. We accept Visa, Mastercard, and Discover.

Late Start: Due to the popularity of our parties, spaces may be reserved multiple times per day, so it is extremely important to arrive at the scheduled setup time and clear out of the space during the scheduled cleanup time. We will do our best to accommodate late start times, but reserve the right to cancel or adjust the party length, depending on staff and space availability.

Cancellations: Cancellations of parties are your decision, and the 50% deposit is typically non-refundable. However, refunds may be given only in extreme circumstances. Please call as soon as possible to let us know of cancellations and we will do our best to reschedule. The Racine Zoo reserves the right to cancel any parties due to unforeseen circumstances for a full refund.

Office Use Only

Final count and 50% deposit due on: _____

Added to calendar on: _____

Invoice made on: _____

Invoice sent on: _____



To discuss your reservation, please contact:
 Conservation Education Department
 Racine, Wisconsin 53402
 (262) 636-9580
education@racinezoo.org

