Foundation ch # 1141
Oct 8 2014

NEWPORT SEA BASE

INVOICE

Date: 10/30/14
Name: Mel El Guindy, Santa Ana Rotary (Sponsoring Franklin Elementary Field Trip to NSB)
Phone Number: 949-285-0971
Email: moud39@gmail.com; **melguindy@roadrunner.com**

Date(s)	Activity	Start Time	End Time	No. of Participants
10/30/14	Field Trip	9:00 am	1:30 pm	60

Activity Description	Fee
Journey to the Ocean: Wetland Wonderland & Water Pollution	$15
(60) 3rd graders – Franklin Elementary	
TOTAL:	**$900.00**
Deposit:	(Anticipated full payment by 10/17)
Deposit Paid:	
Remaining Balance:	
Remaining Balance Due:	N/A

What to wear: All participants must wear CLOSED-TOE SHOES (no Crocs) and LIFE JACKETS (provided). Hats, sunscreen, and sunglasses are also highly recommended. It can get cooler on the water, so you may want to bring a jacket or windbreaker.

What to bring: Please make sure that all participating youth and teacher/adult chaperones have signed waivers to be brought to the Newport Sea Base the day of your activity; you will not be admitted to event without your signed waiver! Lunches should be placed in bins where they can be stored in our office, and should not require refrigeration.

Parking: Busses are recommended to park on the street in front of the Newport Sea Base and NOT inside of the parking lot as the drive way is too small for a bus to turn into. Teachers will walk their students in a single file line along the sidewalk to the main staircase in front of the Newport Sea Base (right in front of the parking lot). A staff will meet you at the stair case and give you further instructions for your field trip.

What to leave at home: any valuables, electronics, etc. The Newport Sea Base is not responsible for lost or stolen personal items.

Feel free to call with any questions you may have.

Jack T. Nguyen
Program Director
jackn@ocbsa.org
(949) 642-5031 x309

Approved
President

Please Submit Payment to:

Newport Sea Base
1931 West Coast Highway, Newport Beach, CA 92663
Phone: (949) 642-5031 Fax: (949) 650-5407
Web Site: www.newportseabase.org

Revised: 10/3/2014