

# Library ZooMobile

## General Information



### When to Book

Our programs are very popular, so we highly recommend that you send in or email your **Library ZooMobile Request Form** at least 4-6 weeks in advance of the date you would like to reserve. Unfortunately, we cannot accommodate requests for bookings less than two weeks prior to the event.

### How To Book

Fill out the Request Form completely, and send it to our Reservations Associate via fax (510-729-7324) or email (below). Remember that your order cannot be processed by our Reservations Associate until the complete Request Form has been received, including all signatures.

### Payment Due

A copy of your PO or payment in full is due at least 45 days in advance.

### Changes to Your Reservation Date.

One change to your reservation date can be made as long as it is requested at least 45 days prior to your originally-scheduled program.

Should you need to make a change, we will gladly work with you to reschedule a date for later in the same school year, pending availability, and any previous payments will be applied to the new reservation.

### Cancellations.

If you need to cancel your reservation, you will receive a full refund if you cancel more than 45 days prior to the event. We are sorry, but we cannot give any refunds for cancellations made less than 45 days in advance.

An Education Specialist will bring the ZooMobile to your library and use small animals and animal artifacts to teach age-appropriate topics. Participants will have an opportunity to see the animals up close and to touch most of the animals presented. Program times are based on the age and activity level of the participants.

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### For Ages

Pre-K to Adult

### Length of Time

50 minutes

### Times

Start times are between 9:30 am and 2:00 pm

### Availability

7 days a week, year-round

### Number of Participants

Maximum of 100

### Pricing

**\$245** for first program, **\$175** for 1 additional program

\*We bring two education specialists to every Library ZooMobile program for additional program support.

### Theme

#### "Amazing Adaptations and Habitats"

Did you ever wonder why rainforest animals are so colorful, or have such loud voices? Did you notice how alligators float and sink in the water? Explore habitats and the animals that are built to thrive in them. You will be a whole different mammal after this visit from the Zoo!

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**Paula Booth, Reservations Associate**  
Oakland Zoo Education Department  
PO Box 5238, Oakland, CA 94605  
P: 510.632.9525 x220 F: 510.729.7324  
EducationReservations@oaklandzoo.org

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**ZooMobiles take place rain or shine.**

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# Library ZooMobile

## Zone Fees



In order to cover expenses like gas and extra driving time, a zone fee will be charged for some programs. ZooMobile start times are between 9:30 am and 2:00 pm.

Zone Fee	Cities
\$0	Alameda, Albany, Ashland, Berkeley, Castro Valley, Cherryland, Emeryville, Hayward, Mount Eden, Oakland, Piedmont, San Leandro, San Lorenzo
\$35	Canyon, Dublin, East Richmond Heights, Fairview, El Cerrito, El Sobrante, Kensington, Lafayette, Moraga, Orinda, Pleasanton, Richmond, Rollingwood, San Pablo, Tara Hills, Walnut Creek

*At least 2 programs must be reserved in the following areas  
(except for Birthday ZooMobiles)*

\$50	Alamo, Diablo, Danville, Pleasant Hill, San Ramon, Walden
\$75	Bayview-Montalvin, Concord, Fremont, Livermore, Newark, Union City, Sunol

Occasionally we are able to serve cities and towns not shown on the list above with \$100 Zone Fee. For more information please contact our Reservations Associate at 510-632-9525 x220 or e-mail at [educationreservations@oaklandzoo.org](mailto:educationreservations@oaklandzoo.org)

# Library ZooMobile

## Request Form



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Paula Booth, Reservations Associate  
 Oakland Zoo Education Department  
 PO Box 5238, Oakland, CA 94605  
 P: 510.632.9525 x220 F: 510.729.7324  
 EducationReservations@oaklandzoo.org

### Location Information

Location Name: \_\_\_\_\_

Location Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

### Contact Information

Making Reservation: \_\_\_\_\_

Confirmation Phone: \_\_\_\_\_

Confirmation Email: \_\_\_\_\_

Day of Visit Contact: \_\_\_\_\_

Day of Visit Phone: \_\_\_\_\_

### Program Information

	Choice 1	Choice 2	Choice 3
Preferred Date:	_____	_____	_____
Preferred Start Time:	_____	_____	_____

Program Length: 50 minutes  
 # of Programs: \_\_\_\_\_ (max 2)

Ages/Grades expected to attend (check all that apply):  
 Adult     Toddler     Pre-K     K     1<sup>st</sup>     2<sup>nd</sup>  
 3<sup>rd</sup>     4<sup>th</sup>     5<sup>th</sup>     6<sup>th</sup>-8<sup>th</sup>     9<sup>th</sup>-12<sup>th</sup>

Approximately how many participants to you expect to attend:

Program #1	Program #2
# of Children: _____	# of Children: _____
# of Adults: _____	# of Adults: _____

# Library ZooMobile

## Fees & Payment



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## Fee Information

### Program Fees

1 - 50 min @ \$245 \$ \_\_\_\_\_

1 additional program @ \$175 \$ \_\_\_\_\_

(max of 2 programs per day)

**Total Program Fees** \$ \_\_\_\_\_

Zone Fee (see Zone Fee Map) \$ \_\_\_\_\_

**Total Amount Due** \$ \_\_\_\_\_

## Payment Information

Check# \_\_\_\_\_ Amount \$ \_\_\_\_\_ (payable to "Oakland Zoo")

Credit Card:  Visa  MC  AmEx  Discover

Number \_\_\_\_\_

Exp. Date: \_\_\_\_ / \_\_\_\_ Security Code \_\_\_\_\_

Name on Card: \_\_\_\_\_

Amount to charge: \$ \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Note: If you will be using a Purchase Order you must mail or fax us a copy of the actual PO to process your registration request.

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# Library ZooMobile

## Location Information



We are looking forward to coming to your Library with our ZooMobile program. Please provide the information below so that we know how best to find you. If you know it will be difficult to find your location, we would also appreciate if you would attach a site map with the office, entry and presentation location(s).

### Where are we going?

School/Group Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_

What is the cross-street? \_\_\_\_\_

Is the library part of a larger complex?  Yes  No

Complex name: \_\_\_\_\_

Location within: \_\_\_\_\_

Is the door we enter on the street address?  Yes  No

If no, describe entrance location: \_\_\_\_\_

\_\_\_\_\_

### Where should we park? (a yellow or purple Prius)

Parking lot?  Yes  No

Location: \_\_\_\_\_

Driveway?  Yes  No

Location: \_\_\_\_\_

Street parking?  Yes  No

If yes, are there meters on street?  Yes  No

Other? \_\_\_\_\_

\_\_\_\_\_

### Where do we go when we arrive?

Is there a **front desk** where we check in?

Yes  No

Location: \_\_\_\_\_

Are there **stairs** getting to or inside of the facility?  Yes  No

How many? \_\_\_\_\_

Location(s)? \_\_\_\_\_

Is there **elevator** access?  Yes  No

Location of elevators: \_\_\_\_\_