



Conference Request Form

If you prefer, you may complete this form online at www.tcoe.org/SCICONconferences.

Organization: _____

Contact Person & Title: _____

Contact Phone: _____ Cell Phone: _____

Contact Fax: _____ Contact E-mail: _____

Mailing Address (include street or P.O. Box, City, State and Zip Code):

Conference Event Name: _____

Arrival Date & Time: _____ Departure Date & Time: _____

If the above dates are not available, please indicate your choice of Alternate Dates:

1st Alternate: _____ 2nd Alternate: _____ 3rd Alternate: _____

Number of Youth: _____ Number of Adults: _____
(Youth are up to 17 years of age or enrolled in a K-12 school)

Day Use Only (choose one):

- Outdoor facilities only
- Indoor facilities (includes use of outdoor facilities as well)
- Indoor facilities with coffee bar

Overnight Accommodations:

- Number of nights: _____
- Student Cabins
 - Semi-private housing - Bear Creek Cabin (14 beds)
 - Semi-private housing - Exeter House (8 beds)
 - Semi-private housing - Valley Oak Cabin (18 beds)

Meals

First Meal: (choose one)

- Breakfast Cont. Breakfast Lunch Afternoon Snack Dinner Evening Snack **on** (date): _____

Last Meal: (choose one)

- Breakfast Cont. Breakfast Lunch Afternoon Snack Dinner Evening Snack **on** (date): _____

Number of Meals (indicate the number of each meal to be served during your stay):

Breakfasts: _____ Lunches: _____ Dinners: _____

Cont. Breakfasts: _____ Afternoon Snacks: _____ Evening Snacks: _____

Indoor Meeting Areas

- John Muir Lodge Bear Creek Cabin Lounge Valley Oak Classroom
- Porterville Learning Center Serendipity Lounge

Outdoor Meeting Areas

- Rotary Arbor Lions Arbor Amphitheatre

Requests: _____

Equipment Needed: _____

Comments: _____

A conference quote will be sent to you for your approval and signature. How would you prefer that SCICON send this quote to you? by Fax by E-mail by U.S. Mail

Please mail or fax your completed Conference Request Form to:

SCICON Conference & Retreat Facilities
P.O. Box 339
Springville, CA 93265

Fax: (559) 539-2643