

## ***Booking Policy and Procedures***

### **GRADE LEVELS**

- Pacific Marine Research offers the Marine Science Remote™ virtual program to grades 3-12, homeschools, youth groups such as Girl Scouts and Boy Scouts, and other youth organizations.

### **COST**

- All materials online are free for all educators with the option to schedule a live session at an additional cost.
- The cost for a 2 hour live streaming session is \$250 for up to 30 students plus \$10 for each additional student.

### **GROUP SIZE**

- Pacific Marine Research recommends keeping each streaming session at the typical size of your classroom (around 30 students), but can accommodate slightly larger groups. Please inquire when reaching out to book at [booking@marinescienceafloat.org](mailto:booking@marinescienceafloat.org).
- A minimum of 30 students **or** paying the minimum of \$250 is required for the streaming session. A maximum of 80 participants can be accommodated during one streaming session, but smaller groups are encouraged to allow for more interaction between students and divers/naturalists.

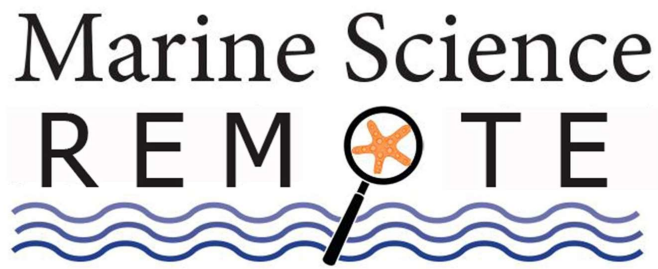
### **SIGNING IN AND CANCELLATION POLICY**

- PMR can provide a Zoom log in code or can log into your regular virtual classroom if provided with the log in information.
- School groups are asked to login 10 minutes before the scheduled streaming time. If your group is going to be late in arriving or you are having technical issues/questions, please refer to the PMR contact person listed in your confirmation email.
- If your group discovers it cannot attend, please let us know as soon as possible so we can open up the date for other groups.

### **PAYMENTS**

- Streaming sessions will be confirmed in August and September for the Fall Season and December and January for the Spring Season (if still operating remotely), unless otherwise communicated.

# Marine Science REMOTE



- Checks must be payable to **Pacific Marine Research**. An invoice can be paid by credit card on-line through the invoice portal. Note: there is a **4% surcharge** on the total invoice for credit card payments. PMR is not equipped to accept credit cards the day of the trip.
- A Final Invoice will be sent approximately one week after the day of trip and will be calculated based on the number of students attending the session.
- If a purchase order is to be used, a copy must be received by Pacific Marine Research via e-mail at least seven days prior to the session.