

# FWBG | BRIT Field Study Trips

## Administrative Details

### Pricing

- On-site field trips are priced by the number of participants. Participant numbers may be adjusted over the course of the registration process, and must be finalized by the payment due date, 14 days before the visit.
- A minimum of one chaperone per ten students is required for safety reasons. Registration for these required chaperones is offered free of charge. Additional adults will be charged a registration fee. Any adults added the day of the visit will be charged the full admission fee.
- Discounted rates are available for Title 1 schools.

### Payment

- Final participant count and payment in full are due two weeks prior to the visit date.
- Pay by credit card, check, or purchase order. If payment is not received by the due date, we reserve the right to cancel.

#### To pay by:

- **Check**- Mail a check, made out to FWBG|BRIT, to  
Botanical Research Institute of Texas  
1700 University Drive  
Fort Worth, TX 76107  
attn: Michelle Schmidlkofer
- **Credit card**- contact Michelle at 817-332-4441 x270 with credit card information
- **Purchase order**- email a copy of the purchase order to [mschmidlkofer@brit.org](mailto:mschmidlkofer@brit.org)

### Cancellation / Reschedule

- Participant numbers may be adjusted up to the payment due date, 14 days before the visit. After this point, no refund can be offered for individuals who do not attend.
- For payments made early, a full refund for cancellation or partial refund for adjusted participant numbers is available up until the payment due date, 14 days before the visit.
- No refund is offered for cancellations made less than 14 days prior to the Field Study Trip.
- In extreme weather situations and other extenuating circumstances, a rescheduling option may be available.

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Visit <https://tinyurl.com/FST-DATE> to request a date!