



PHOENIX ASTRONOMICAL SOCIETY – ESTABLISHED 1948

Educational Event Booking Application: PAS provides Edutainment for your event.

To schedule your educational astronomy event, please complete all requested pages & send them via postal mail or **email** (preferred) to the PAS Event Manager. Contact information, as well as detailed descriptions of each type of event, can be found on our website at: www.pasaz.org. If you have to mail this Booking Doc: Phoenix Astronomical Society 3241 E Shea Blvd PMB 249 Phoenix AZ 85028.

PAS personnel are experienced astronomers and instructors. We can explain the operation of telescopes, the nature of the objects being viewed, & answer any astronomy-related questions our clients might ask. Our goal is to make learning fun in an educational & entertaining way. PAS is a non-profit corporation registered in the state of Arizona, and carries liability insurance provided for member societies through the Astronomical League.

Should inclement weather prevent viewing, PAS can be prepared to do an indoor presentation (a meteorite an, a Telescope Display or a Multimedia Presentation are suggestions). Or, at your option, you may reschedule the event for another open date on the PAS Calendar.

PAS requests a minimum of 72 hours notice for setting up your event. More time is preferred. There will be an additional charge of \$75/day for any event without 72 hours notice to set it up. PAS reserves the right to refuse to do a star party if we can not meet the needs of the client.

Event: (check all that apply)

- Star Party (Evening)
- Solar Viewing (Daytime)
- Solar / Lunar Viewing
- Multimedia Presentation
- Private Star Party (Evening)
- Binocular Star Party
- Private Solar Viewing (Daytime)
- Personal Telescope Instruction
- Rent a Scope with an astronomer
- Rent Dark Sky location

Fee*: - Prices listed below are for Within Phoenix

- Fee/scope for 2 hour event, donations accepted (See Scope Fee Chart)
- Fee/scope for 1 hour event, one hour minimum
- Fee/scope for 1 hour event, one hour minimum (Suggest 2 scopes attend)
- Fee/hour, one hour minimum, Indoor using **your** equipment (under 20 miles)
- See Fee Schedule in PAS Telescope Fee Chart Fee/scope/hour. 1 hr min.
- Fee/Bino Teacher for 1 hour event, one hour minimum
- Fee/scope for 1 hour event / one hour minimum / 2 types available
- \$100/hour/scope, one hour minimum. Additional Scopes \$75/hour/scope
- \$100/hour/scope, 2 hour minimum
- \$150/event Location will be in Carefree

* No credit cards. Cash, check, or money order made payable to: Phoenix Astronomical Society (Our tax ID number is 86-0472770.)

Payment is expected at completion of the event. A \$75 fee / month will be added to any unpaid invoice, starting 30 days after event has completed. Location / hiring person is responsible for damage to telescope equipment if set up is on grass & sprinklers are not turned off for this event. I Suggest you have sprinklers turned off day before event, to day after.

Name of Applicant: _____

Signature of Applicant: _____ Date: _____

Organization (if applicable): _____

Contact Information): Cell Phone: _____ Email: _____

Initial Event Date: ___/___/___ Back up Date: ___/___/___ (In case weather cancels initial date)

Starting Time: ___:___AM/PM Ending Time: ___:___AM/PM (EM reserves right to adjust the time of your event.)

Event Location/Physical Address: _____

Return Pages 1 & 2 to the Event Manager at Events@pasaz.org to book this event with PAS. Additional pages may be required. Event Manager will be in contact with you via email, once this document has been received. Book your event today!

Information PAS Needs to Ensure a Successful Event:

For **All Star Parties** complete this section only: See page 1 for scope fee amount.

1. How many people / patrons do you expect to be in attendance at this event? _____

2. What is the age range of the attending Children? _____

3. Is there a flat and level area (not decking) available for telescope setup? YES NO

4. Can you control the outside lighting, if any, at the telescope set up location? YES NO

5. What is the approximate distance between vehicle parking and telescope setup? _____

If over 100 feet, we require a push cart. If over 300 feet we require electric carts provided by you or the event location to transport our equipment to the set up location.

6. Are there any nearby buildings, foliage, or mountains that block viewing of parts of the sky to the horizon? Please describe in as much detail as possible, noting directions and distances, e.g., "There is a two story building about 100 feet to the west." Please list all obstacles in the way of viewing to horizon.

7. What is the **Cap** to the number of attending telescopes for this event? _____ at a Scope Fee (See page 1) /scope. If a Presenter is attending this event, please include the Presenter in your tally (up to 10 Scopes & 2 Presenters available).

See Document in your email named: PAS Value Added Presentations

8. Do you want **Meteorite Man Mike or Sam** (see middle of page 1 for pricing) to attend your event (at the cost of 1 telescope)? ___ Yes ___ No

9. Do you wish to set up for a **Lunar** (Moon – see page 2 of Value Added Presenters doc) event **during the Day** (at the cost of 1 telescope)? ___ Yes ___ No - I highly suggest 2 scopes for this – one on the Sun and one on the Moon (at the same time) for a 2 hour event.

10. PAS has a few Volunteer Telescope Team members who will attend your event with their Scope, for no scope charge, but you must **feed them**. Do you want extra scopes? ___ Yes ___ No

11. And what is the **cap** (# of additional mouths to feed) on the extra attending telescopes? _____

***** Be sure the sprinklers & additional lighting are turned off where you are holding the event.** Any damage done to our telescope equipment becomes the responsibly of the organization holding / hiring the star party. Water is NOT good for the Telescopes! PAS will require replacement equipment if sprinklers destroy our beloved telescopes, meteorites, or other astronomy items.

Date of Application: ___ / ___ / ___ **Signature of Applicant:** _____

By signing all pages, you agree to the terms of these pages & any plans made through email, that were agreed upon. More discussion can be had with Terri, Event Manager, about your event, as needed.

Please return pages 1 and 2 to Event Manager. Please provide 1 Booking Doc per Event. If your event covers multiple days, & is organized the same for each day, only one Booking Doc is needed. Please list all days you wish to have the PAS Telescope Team at your event.

PAS carries Liaibility Insurance & adds a small fee to your total to cover the telescopes at your event. Proof of Insurance is available upon request. And an Invoice will be provided closer to the date, once the attending Telescopes sign up to do your event. Email Terri Events@pasaz.org for more details.