

# BOOKING REQUEST

Booking Reference No: \_\_\_\_\_  
\*Office Use Only

School Name: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Postcode: \_\_\_\_\_

Teachers First Name: \_\_\_\_\_ Surname: \_\_\_\_\_

Teachers Contact Phone/Mobile No: \_\_\_\_\_

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

\* Please note we use email as our primary contact method.

Program Type:  Outreach  In-House

BioLAB Program Name: \_\_\_\_\_

Preferred dates 1: \_\_\_\_\_ 2: \_\_\_\_\_

Session Times 1: \_\_\_\_\_ 2: \_\_\_\_\_

Subject Area: \_\_\_\_\_ Year Level: \_\_\_\_\_

No. of classes: \_\_\_\_\_ No. Students: \_\_\_\_\_ No. Staff \_\_\_\_\_

(include Aides/Parents)

Students with Medical or Disabilities: \_\_\_\_\_

(eg: asthma, heart or lung conditions etc)

## WHAT'S NEXT?...

Email this form to: [admin@biolab.vic.edu.au](mailto:admin@biolab.vic.edu.au) OR Fax to (03) 4245 4121  
We will contact you as soon as possible to confirm if your requested dates are available.  
If you would like to discuss the booking further with one of our education staff  
please contact us on (03) 4245 4100 between school hours Monday - Friday.

Office Use Only

IH B.Sys  Bus  Sch.Type: \_\_\_\_\_ OR - Accom  Car  Staff: \_\_\_\_\_