

SCHOOL BOOKINGS

ADELAIDE PLANETARIUM CONFIRMATION BOOKING FORM

PLEASE COMPLETE AND RETURN TO THE ADELAIDE PLANETARIUM TO CONFIRM YOUR BOOKING

Building P – Level 2 - University of South Australia - Mawson Lakes campus

Tel: 8302 3138 (Mon-Fri, 9.30am – 4.30pm) Fax: 8302 5082

Email: adelaide.planetarium@unisa.edu.au

Web: www.unisa.edu.au/planetarium

1. BOOKING DETAILS

Name of organiser: _____ Date of visit: _____ Time of visit: _____

Name of school/year level: _____

Contact telephone number: _____ Fax number: _____

Email address for general correspondence: _____

Postal Address: _____ Post Code: _____

2. NUMBERS ATTENDING (ESTIMATE ONLY – WILL RECONFIRM ON DAY OF VISIT)

*Please note Planetarium can seat a max. 45ppl

	Numbers	Cost	Sub-total
Teachers /School Services Officers		2 FREE Per Session	–
Adults (parents, carers, volunteers)		\$8 per person	\$
Children and school students (aged 3 +)		\$6 per person	\$
Concession (incl. Pensioner, Tertiary student, Seniors, Health Care)		\$6 per person	\$
TILT MOVIE (25 minute full dome feature film included in the session)		Additional \$2 per person	\$
TYCHO TO THE MOON MOVIE (20 minute full dome feature film included in the session)		Additional \$2 per person	\$
SECRET OF THE CARDBOARD ROCKET MOVIE (30 minute full dome feature film included in the session)		Additional \$2 per person	\$
WILDEST WEATHER IN THE SOLAR SYSTEMS MOVIE (20 minute full dome feature film included in the session)		Additional \$2 per person	\$
ASTRONAUT MOVIE (20 minute full dome feature film included in the session)		Additional \$2 per person	\$
COSMIC COLLISIONS MOVIE (23 minute full dome feature film included in the session)		Additional \$2 per person	\$
CAPTURING THE COSMOS MOVIE (27 minute full dome feature film included in the session)		Additional \$2 per person	\$
		<i>Prices are inclusive of GST</i>	
		*TOTAL	\$

* If total amount is below \$100 (\$140 if showing a movie) a minimum charge of \$100/\$140 will apply.

3. PAYMENT OPTIONS

OPTION 1 - Cash, cheque or credit card payment to reception on the day

Please tick ☐ Cash ☐ Cheque ☐ Credit Card

OPTION 2 - Tax invoice to be sent out after session ☐

Finance Department Details (these details **MUST** be provided)

Name: _____ Email Address: _____

Phone: _____ ABN #: _____



4. TRAVEL ARRANGEMENTS

Public Transport

We will be catching the train/bus to Mawson Lakes Interchange

YES / NO
please circle

Please see attached map

Travelling via private bus (please refer to attached parking information sheet)

☐ Please provide the bus registration number on arrival to reception

YES / NO
please circle

How many? _____

Travelling via car (please read attached parking information sheet)

5. ACCESS

Do you require disability access? **YES / NO** please circle

If yes, what support do you require? (i.e. disability parking): _____

6. SPECIAL REQUIREMENTS

Please list any special requirements or requests.

7. UNDERSTANDING & AGREEMENT

Conditions of Agreement

The University of South Australia shall not be responsible for any property which any member of the hiring organisation or other persons connected with the organisation may bring into the University.

Hirers must be aware of and confirm with the fire safety regulations. Every exit, passage, gangway and the immediate approaches to and from any exit door shall be kept entirely free from obstruction, whether permanent or temporary.

- ☐ I understand and agree to the conditions stated above and as stated in the attached parking information sheet.
- ☐ I understand that a **CANCELLATION FEE of \$70.00** will apply if we are not advised **one working day** prior to date of your booking.
- ☐ I understand that the Adelaide Planetarium takes no responsibility for fines that are issued to those who park illegally.

Name of organiser (please print): _____

Signature: _____ Date: _____

OFFICE USE ONLY

Calendar updated?	YES / NO	
Room Booking made?	YES / NO	
Tax Invoice sent?	YES / NO	Date sent: _____
Payroll spreadsheet updated?	YES / NO	Processed by: _____
Comments:	_____	

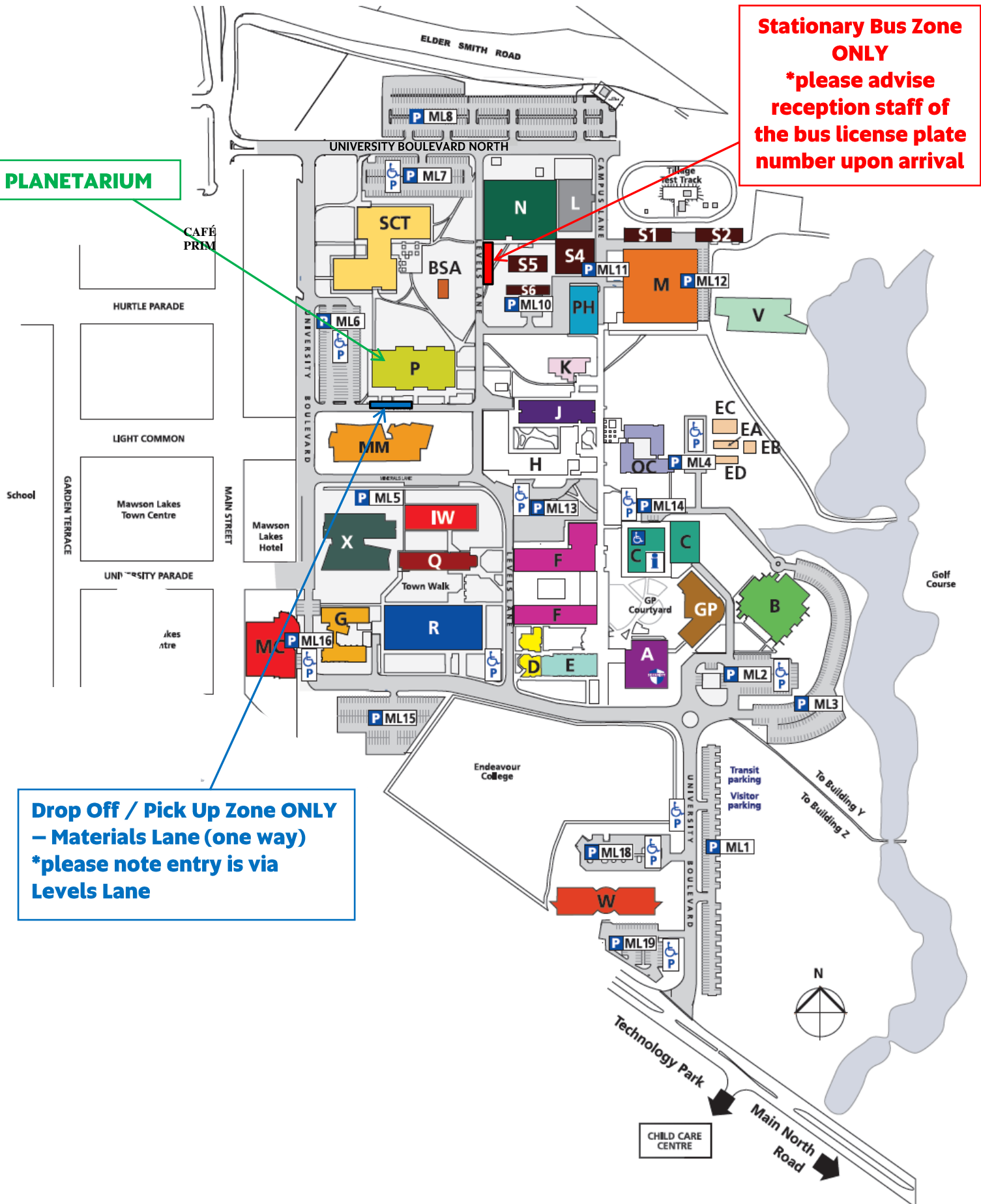
Mawson Lakes Campus – Bus Parking

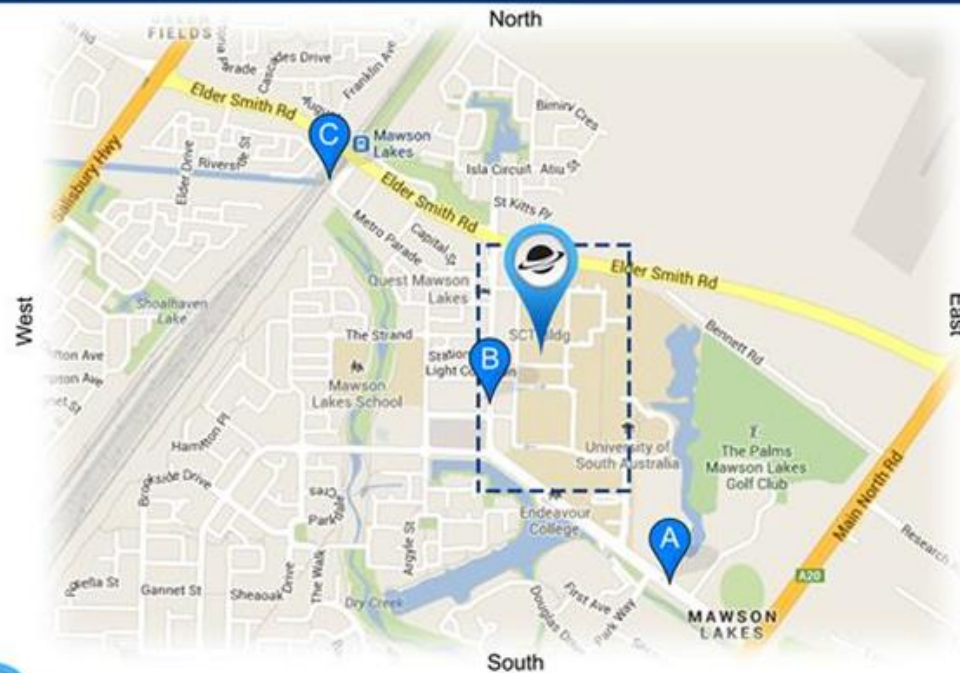
PLANETARIUM

Stationary Bus Zone ONLY

***please advise reception staff of the bus license plate number upon arrival**

Drop Off / Pick Up Zone ONLY – Materials Lane (one way)
***please note entry is via Levels Lane**





Adelaide Planetarium - entry via the glass sliding doors at the south western side of the P Building



Mawson Lakes Blvd



Main Street



Bus / Train Interchange



Security - A Building



Street Parking - 20¢ / hour

Meter parking located along University Blvd, pay as you go stations marked with ★ or download the App UniSA PARK! on your smartphone.

You will need your **licence plate number** for either payment method. **No parking** in the ML6 car park M-F 8am-6pm.

DIRECTIONS:

From Main North Road

Turn left into Mawson Lakes Boulevard

Veer right into Main Street

Turn right into Light Common (just before Caffe Primo)

The Adelaide Planetarium will be on your left

Turn left into University Boulevard

The Adelaide Planetarium is located in the P Building Level 2



Mawson Lakes Interchange to the Adelaide Planetarium

