



**Smiths Lake Field Station - Booking Form**

Please fill-out this form electronically, and as accurately possible. Read the "SMITHS LAKE FIELD STATION USERS' GUIDE" (download here: <http://www.bees.unsw.edu.au/smiths-lake>), sign the **last page** of the user's guide, then email it and this completed form to [smithslake@unsw.edu.au](mailto:smithslake@unsw.edu.au). Completion of this form does not guarantee the dates sought will be available. Priority will be given in order: 1. UNSW BEES Groups, 2. UNSW Other Groups, 3. NPWS, 4. Other Approved Groups, 5. Recreation

Preferred Dates	
First Date:	Last Date:
Estimated Time of Arrival:	Estimated Time of Departure:

Primary Contact Person (Must be a member of the group attending the excursion)	
Name:	Contact Mobile:
Email Address:	Organisation <sup>(Optional)</sup> :

Group Details (For billing purposes, please email <a href="mailto:smithslake@unsw.edu.au">smithslake@unsw.edu.au</a> with exact numbers of participants upon completion of the excursion)		
UNSW BEES Research:	UNSW BEES Teaching (Courses):	UNSW (non-BEES) Teaching & Research:
Other Approved Group:	Recreation (UNSW Staff Only):	NPWS:
Comments:		
No. of Staff & Volunteers / Adults:	No. of Undergraduates / Children (0-17):	
<b>Estimated Group Total:</b>	<b>Estimated Cost:</b>	

Payment Method: UNSW Internal Transfer			
Dept	Fund	Project	Account

Payment Method: UNSW Invoice	
Company Name: <small>(Optional)</small>	Contact Person:
ABN <small>(Optional)</small> :	Contact Phone No.:
Email Address:	Billing Address:
Comments:	