



SCHOOL FIELD TRIP INFORMATION AND POLICIES

Please read this information carefully. Many of our policies and procedures have changed.

FIELD TRIP RATES:

- Ticket prices are \$4.50 per person. One (1) teacher for every ten (10) paying students will receive free admission. Bus drivers are free.
- Payment can be made by cash, check, or purchase order. When paying by check, if check amount exceeds total, the difference will not be refunded. School will be invoiced for the difference of insufficient funds.
- The gift shop will be open to your group before and after the show. Our prices range from \$1.00 to \$25.00 plus tax.

LATE ARRIVAL POLICIES AND CANCELLATIONS:

- We require that your group be present at the planetarium at least *15 minutes prior to your scheduled time*, so that your group has ample time to use the restrooms and be seated in a timely manner. If your group arrives late, the length of your programs may be affected.
- Once the show has started, there will be ***absolutely no late entries*** due to lack of visibility inside the theater. If a group member arrives after the show has begun, they will not be able to view the show.
- Groups may cancel reservations up to two (2) business days prior to the reserved date. Groups that cancel with less than two business days' notice will be charged a \$50 cancellation fee. Groups who do not call or email to cancel their trip will be assessed a \$250 cancellation fee.
- Cancellations due to poor weather conditions will not incur a late cancellation fee. Hummel Planetarium follows the ECU inclement weather policy; if the school operates on a delayed schedule, the group is encouraged to email the planetarium office prior to their scheduled time.

BEHAVIORIAL EXPECTATIONS:

- Chaperones and parents are responsible for the behavior of their students while visiting. ECU reserves the right to bill the group for any merchandise/property that is damaged or stolen by members of the group while on the premises.
- No food or beverage is permitted in the theater.
- Visitors must remain seated throughout the entire show inside the theater. If disruptive behavior occurs, the planetarium reserves the right to pause or prematurely stop the show and ask disruptive individuals to leave the facility with no refund.
- For your convenience, you will find a seating chart of the theater at the end of this document.

DIRECTIONS

We are *not* located on 521 Lancaster Drive. That address will direct you to campus administration building.

We are located 4440 Kit Carson Dr. Richmond, KY 40475.



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Our coordinates are 37°43'50.8"N, 84°18'14.2"W. These can be put in some GPS devices to get accurate directions.

Coming from the south on I-75 North

- Take exit 87 (Richmond)
- Turn right onto the Eastern Bypass and travel approximately 1.25 miles. Then, turn right onto Kit Carson Drive (traffic light #7) and drive approximately 0.4 miles. The planetarium is located on the right side of the street in a 3 story round brick building. Park behind the planetarium in the Perkins lot.

Coming from the north on I-75 South

- Take exit 87 (Richmond)

Turn left onto the Eastern Bypass and travel approximately 1.25 miles. Then, turn right onto Kit Carson Drive (traffic light #7) and travel approximately 0.4 miles. The planetarium is located on the right side of the street in a 3 story round brick building. Park behind the planetarium in the Perkins lot.



Theater Seating Chart

	I	22	21	20	19	18	17	16	15	14	13	12	11	10	9	8	7	6	5	4	3	2	1	Top							
	H	26	25	24	23	22	21	20	19	18	17	16	15	14	13	12	11	10	9	8	7	6	5	4	3	2	1				
	G	10	9	8	7	6	5	4	3	2	1	8	7	6	5	4	3	2	1	S T A I R S	10	9	8	7	6	5	4	3	2	1	
	F	10	9	8	7	6	5	4	3	2	1	8	7	6	5	4	3	2	1		10	9	8	7	6	5	4	3	2	1	
	E	9	8	7	6	5	4	3	2	1	7	6	5	4	3	2	1	12	11		10	9	8	7	6	5	4	3	2	1	
	D	7	6	5	4	3	2	1	6	5	4	3	2	1	9	8	7	6	5		4	3	2	1							
	C	7	6	5	4	3	2	1	5	4	3	2	1	9	8	7	6	5	4		3	2	1								
	B	6	5	4	3	2	1	4	3	2	1	9	8	7	6	5	4	3	2		1	Bottom									

Capacity: 194