

This form may take you 5 minutes to complete.



**DECLARATION FORM
EDUCATORS' VISIT TO JBCG
EDUCATION BRANCH
SINGAPORE BOTANIC GARDENS, NATIONAL PARKS BOARD**

To ensure the comfort and safety of all our visitors, we would like to seek your patience and cooperation in providing you/your group's contact details and relevant information in the spaces provided below.

We thank you for your understanding and the time taken to complete this form.

Name of Representative: _____	
Contact No. of Representative: _____	Email Address of Representative: _____
Name of School/Institution/Organisation: _____	
Designation of Representative: _____	Date/Time of Visit: _____
No. of Educators entering JBCG: _____ (including yourself)	
Purpose of Visit: _____	
<input type="checkbox"/> Tick this box if you would like to be included in our emailing database to be informed about educational programmes	

DECLARATION

We seek your cooperation in adhering to the rules and regulations when visiting the Jacob Ballas Children's Garden (JBCG) of the Singapore Botanic Gardens.

1. Collection of Plant Specimens in JBCG is prohibited.
2. Keep JBCG clean. Place litter and recyclable materials in the appropriate bins provided.
3. Food is not allowed within the classrooms and the respective classroom foyer areas.
4. For the convenience of all, please do not obstruct any path/access or congregate at pathways.
5. Each educational visit should be limited to a maximum of 10 educators per group each time.
6. The duration allowed for each educational visit is 2.0 hours.
7. Please do not damage/modify the plants, turf, furniture or facilities in JBCG. Tents, tables and chairs should not be brought into JBCG. For safety reasons, glass objects are not allowed.
8. Do not leave any marking or notices on the properties within JBCG.
9. For the comfort of all, pets are not allowed.
10. Releasing living things (i.e. pets/animals, e.g. turtles, fishes, etc. into ponds or into the Garden) are not allowed.
11. Releasing non-living things (e.g. balloons, etc.) are not allowed.
12. Application of approval for use of the gardens for group activities/visits, and for filming and commercial photography in JBCG, is required to be made at least 14 days prior to the date of visit/event.

Kindly note that by signing this form, you are stating that you will abide by the Terms & Conditions stated above. Thank you.

Signature of Representative

Name of Representative

Date

<i>FOR OFFICIAL USE ONLY</i>		
Name of Officer in Charge:	Signature of Officer in Charge:	Date / Time: