

Field Trip Booking Instructions

Follow the steps below to reserve your group's visit to Niabi Zoo.

Step 1: Review Field Trip Options

Visit <https://www.niabizoo.com/education/field-trips/>

Review available field trip options, programs, and rates.

Step 2: Begin Registration

Click **"Register Today"** at the bottom of the page. You will be directed to our online booking website.

Step 3: Select Your Visit Date

Choose your desired visit date and click **Search**.

Click the **red box with the shopping basket icon** to add the field trip to your cart.

Account Information

Step 4: Log in or Create an Account

Returning Groups: Log in using your existing username and password

New Groups: Click **"New Account? Click Here"**

Important: Accounts must be created under the **school or organization name**

First Name: **School**

Last Name: **Full school or organization name**

New Account Validation (One-Time Step)

New accounts require **staff validation** before proceeding

If you cannot move past the headcount entry, your account is not yet validated

Contact groups@niabizoo.com or 309-799-3482 ext. 224

Step 5: Finalize Your Booking

Once validation is complete:

Log in to your account

Click the **Field Trip** image

Select your visit date and click **Search**

Add the trip to your cart and enter your group details

Payment information:

Payment is **not required at the time of booking**

Enter **\$0.00** in the "Amount Paid Today" field if paying later

Checkout must be completed to confirm your reservation

An **invoice** will be emailed as confirmation

Payment in full is required **one week prior to your visit**

Step 7: Ticket Pick-Up

Once your invoice is paid in full, please contact Niabi Zoo to arrange ticket pick-up.

Important Notes

Field trip reservations must be made **at least two weeks in advance**.

Walk-up groups are not eligible for field trip discounts.

Additional chaperones not included in the reservation will pay **regular admission rates**.

Groups without reservations are welcome to visit, but will be admitted at general admission rates

Thank you for bringing your group to Niabi Zoo!