



# Group Reservation Form

Authorized Representative Name: \_\_\_\_\_

Group Name: \_\_\_\_\_ Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone No: \_\_\_\_\_ Cell: \_\_\_\_\_ Email: \_\_\_\_\_

Date of Cruise: \_\_\_\_\_ Departure Time: \_\_\_\_\_ No. of Passengers: \_\_\_\_\_

(ALL CRUISE DATES ARE SUBJECT TO AVAILABILITY)

### Group Policy and Safety Guidelines

- ✓ 20 or more passengers required to receive a group discount
- ✓ Reservations must be booked at least 48 HOURS in advance & discount NOT offered to walk-up groups
- ✓ No group discounts on Saturdays, holidays or holiday weekends
- ✓ To receive group discount, group tickets must be paid for by one person with one payment (Visa, M/C, Discover, Travelers Checks, cash, and school, church, or company checks with proper identification)
- ✓ Group leader must contact ticket office 228-864-1014 the day before booked trip to re-confirm reservation, count and/or food order.
- ✓ No ice chest larger than 42 qts allowed. See full Gear Limit Guidelines at [msshipisland.com](http://msshipisland.com)
- ✓ WE RECOMMEND THAT GROUPS ARRIVE 1 HOUR BEFORE DEPARTURE

Adults (13 years and older): \_\_\_\_\_ @ \$36.00 per = \$ \_\_\_\_\_

Children (ages 3-12): \_\_\_\_\_ @ \$30.00 per = \$ \_\_\_\_\_

\*(Attached "MEAL ORDER FORM") **Meal Order Total** = \$ \_\_\_\_\_

**Total: (Tax Included) \$** \_\_\_\_\_

Please observe all group Safety Guidelines published by the National Park Service. Ship Island Excursions (Pan Isles Inc) and the National Park Service recommend these guidelines for a safer and more enjoyable visitor experience. Please discuss all Safety Guidelines with your group members prior to the boat cruise. Group leaders must provide a sufficient number of staff for continual monitoring of all minors during the excursion and while on the island.

Group members are responsible for the loading and unloading of all personal gear brought aboard (see **Gear Limit Guidelines at [msshipisland.com](http://msshipisland.com)**). Pan Isles, Inc. is not responsible for lost or stolen items, careless actions of group members while aboard the vessel that may result in injury or harm, or illness from food, weather and/or over exposure to the sun.

All parties understand that weather and acts of God may affect the boat schedule, and the Captain has sole authority to revise posted or announced departure times, and any of the above details without liability to Pan Isles Inc.

Group Leader: (Print Name): \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Email Reservation Form to [shipislandonline@gmail.com](mailto:shipislandonline@gmail.com)



## Group Food Order Form

Groups of 20 or more (with a group agreement) may pre-order food from the island snack bar. Please complete this order form and fax in with your group reservation. Because our snack bar is located on an island, **changes** to the food order must be made **48 hours in advance**.

**Please fax Group Food Order with your Group Reservation Form to (228) 864-3797.**

Group Name: \_\_\_\_\_

Group Contact: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Other: \_\_\_\_\_

Date of Cruise: \_\_\_\_\_ Departure Time: \_\_\_\_\_

Food Order Pick-up Time: \_\_\_\_\_

Check One:    { } New Order        { } Amended Order

Payment Method\*: Check \_\_\_\_ Cash \_\_\_\_ Credit Card \_\_\_\_\_

**\*NOTE:** GROUP FOOD ORDER MUST BE PAID FOR WHEN GROUP ADMISSION TICKETS ARE PURCHASED. INDIVIDUAL MEAL TICKETS WILL BE GIVEN TO THE GROUP LEADER AT TIME OF PURCHASE & ARE REDEEMABLE AT THE ISLAND SNACK BAR.

Hot Dog, Bag of Chips & a 20 oz. fountain drink w/ Souvenir Cup: \_\_\_\_\_ @ \$7 Total = \$ \_\_\_\_\_

Chili/Cheese Nachos & a 20 oz. fountain drink w/ Souvenir Cup: \_\_\_\_\_ @ \$7 Total = \$ \_\_\_\_\_

Hamburger, Bag of Chips & a 20 oz. fountain drink w/ Souvenir Cup: \_\_\_\_\_ @ \$8 Total = \$ \_\_\_\_\_

**Total Amount Due (Tax Included): \$ \_\_\_\_\_**

- **CASH and CC ARE ACCEPTED ON THE ISLAND**

# Gulf Islands National Seashore

Mississippi

National Park Service  
U.S. Department of the Interior



**Gulf Islands National Seashore  
3500 Park Road  
Ocean Springs, Mississippi 39564**

## **SHIP ISLAND GROUP GUIDELINES AND SAFETY REQUIREMENTS**

Welcome!

West Ship Island is part of Gulf Islands National Seashore and is managed by the National Park Service. Groups visiting West Ship Island are in for a day of fun and discovery. During your visit we will be counting on you to help us provide a safe and rewarding experience for all involved.

To make your visit enjoyable and safe as possible, please follow these guidelines.

### **BEFORE DEPARTURE:**

- Group leaders must make reservations for group tours of historic Fort Massachusetts due to limited staffing. Reservations must be made at least two weeks in advance of your departure to the island. To make a reservation, group leaders can call the Division of Resource Education **(850)934-2618**, or by fax or mail to:

Gulf Islands National Seashore  
1801 Gulf Breeze Parkway  
Gulf Breeze, Florida 32563  
Fax: (850)932-9654

Once the reservation is received, park staff will attempt to accommodate the requested group fort tour and send a confirmation.

- **All groups of children (including senior high school) must have parental or chaperone supervision at all times. One chaperone is required for every 10 children or teenagers.**
- Available on request is a self-guided activity booklet, I.S.L.A.N.D., designed by park rangers to introduce you and your students to the barrier islands. This booklet is targeted at the fourth grade level. You can also download this booklet from our website: <http://www.nps.gov/guis/forteachers/curriculummaterials.htm>
- Your group will be outside for 4 to 8 hours exposed to hot, humid, rainy, and semi-tropical conditions. Please make sure you have adequate sunscreen, water, shoes, hats, and rain gear for each individual member.

- The Ship Island Excursion ferry is located at the Gulfport Small Craft Harbor on the corner of Highway 90 and Highway 49.
- You can pack a lunch or buy lunch on the island. Snack bars are located on the boat and on the island. A limited number of covered picnic tables are located on the North and South beach. **Glass bottles are prohibited on the island!**
- Groups should arrive early to board the boat 15 minutes before departure time.
- Group leaders should confirm return departure times with the Boat Captain.
- Do not over pack or bring large items. Once on Ship Island, passengers must cross a 1/3-mile long boardwalk before arriving at the popular Gulf beaches.
- Lifeguards may not be on duty at the designated swim area.
- Most of West Ship Island's facilities are accessible. If a wheelchair is needed, please contact a crew member or park ranger on the boat. A beach wheelchair is also available on the island. The user may need help in operating this chair across sand.

### **AFTER BOARDING SHIP ISLAND FERRY BOAT:**

- Group leaders must be attentive towards their students while riding the boat. Children should not roam the boat unattended. Advise children not to lean over the handrails, run on the boat, or stand in the seats. Always use handrails when using the stairs.
- Restrooms and drinking fountains are available on the passenger ferries.
- Students may be tempted to feed seagulls and other shorebirds during the cruise. These birds need their own natural food to survive. Please save the human food for human consumption. It is illegal to feed the birds within one mile of the island
- Please stow ice chests and gear on main deck or under seats. Do not carry to upper deck.
- While aboard the ferry, notify a staff member or the Boat Captain of any problems. Crewmembers can be identified by the blue or white shirts bearing the Ship Island logo.



### **UPON ARRIVAL AT SHIP ISLAND:**

- Respect and care for all living things. Remember this is a National Park and all plants and animals are protected. Please leave the wildflowers or sea oats for others to enjoy by not picking them. To keep the island's wildlife wild, please do not feed the raccoons, red-winged blackbirds, alligators, and other animals on the island. Offering human food is unhealthy for the animals and can be dangerous for you. When collecting shells, be sure hermit crabs aren't living inside. Collect uninhabited shells only. Protect nesting shore birds by staying out of posted closure areas.
- Stay on the boardwalks or along the beach. Walking on the dunes trample fragile plants that hold the sand and dune in place. Please do not walk over or through the vegetation growing on the dunes. Without dune vegetation, the next big wind storm will destroy the dune.
- Always think safety for yourself and others.
- Be cooperative and stay with the group leader. Listen to instructions from the teacher, leader or Park Ranger.
- Lifeguards may not be on duty at the designated swim area. Never swim alone. Avoid swimming on the extreme East or West ends of the island where the currents are the strongest.
- Jellyfish and stingrays make the Gulf of Mexico their home. Be attentive while in the water. While wading in the water, gently slide your feet through the sand as you walk to scare away stingrays that might be in the area
- Notify National Park Rangers, life guards or law enforcement of any injuries or emergencies that occur on the island. Ranger station is located next to Fort Massachusetts. Beach services or snack bar staff can help contact a Park Ranger when reporting an emergency.
- Report lost and found items to Park Rangers or call the National Park Service **at (228) 230-4111.**
- Hot days heat up the boardwalk and the sand on the beach. To protect your feet from burning, please wear shoes.
- Restrooms are located south of the fort along the boardwalk and by the island snack bar. **There are no restrooms inside Fort Massachusetts.**
- For your safety, keep yourself hydrated by drinking plenty of water and use sun protection.



### **PICNIC TABLES:**

- A limited number of picnic tables are available on a first-come, first-serve basis. Concessioners provide umbrella and chair rentals.
- Store all food in coolers and other hard-sided containers. This will provide a deterrent to raccoons and birds helping themselves to your lunch.

### **TOURS OF FORT MASSACHUSETTS:**

- No food or drinks are allowed in the fort. The fort is a “No Smoking” area.
- Beach gear may be left along the fort’s entranceway during tours, but do not block access with personal belongings. Park staff is not responsible for personal possessions left unattended.
- If you reserved a tour with a park ranger, please be on time. Schedules may include back to back tours with very brief interludes for lunch. If your group is late, do not try to join a fort tour in progress. Please respect the other visitors in the fort.
- Leaders are responsible for keeping children quiet during fort tours and for the group’s actions when touring without a guide. Children may not tour Fort Massachusetts without the presence of group leaders, parents or chaperones. Be considerate of others who are visiting the fort by keeping the noise level down.
- Encourage students not to run in the fort to prevent tripping accidents.
- The fort has several dark areas inside. Remind children to be careful in these areas and watch their footing.

## **NATIONAL PARK SERVICE PERMITS FOR LARGE GROUPS:**

Large groups and/or groups with special needs should contact the park at (228) 230-4111 because a Special Use Permit may be required. This permit is required of all groups of 50 or more, and for the following:

- Use of large cooking equipment
- Contracted caterers
- P.A. or sound systems
- Awnings
- Tables
- Weddings
- Commercial activities
- Collection of sand, sea life, wildlife or any other natural resource within the park

Any other activities that may result in conflicts with other park visitors, interfere with the services provided by the National Seashore, or have the potential to damage park resources or park ambiance will also require a permit. Please contact the park as soon as you begin planning the event, since a minimum of 14 days is required for a permit.

**Enjoy your visit to the Seashore and West Ship Island!**