

San Francisco Bay Ferry - Group Reservation Request Form



Submit this form via mail or email:

- **Via mail:** Send form to: **SF Bay Ferry, 375 Beale St. Suite 310, San Francisco, CA 94105.**
- **Via email:** Email completed form to: **psc@sfbayferry.com**
- Please make sure we receive this form at least 10 business days prior to your desired trip date.
- Do not include any type of payment with this form. Upon receiving this form, a Group Sales Representative will reach out to you to discuss your desired itinerary and payment details further.

Group Information: *Please tell us more about your group.*

Group/School/Organization Name: _____

Primary Contact Name: _____ Primary Contact Phone: _____

Primary Contact Email: _____ Grade(s) (if school): _____

Secondary Contact Name: _____ Secondary Contact Phone: _____

Secondary Contact Email (optional): _____

Number of Adults: _____ Number of Children (between 5 yrs – 18 yrs): _____ Number of Mobility Devices: _____

Children 4 years and under (if applicable): _____ Number of Service Animals (if applicable): _____

Where are you traveling from?

VALLEJO

OAKLAND

ALAMEDA SEAPLANE

RICHMOND

MAIN ST. ALAMEDA

HARBOR BAY

Trip Type (check one):

ONE-WAY

ROUND-TRIP

Desired Date Travel: _____

Preferred Departure Time: (*Time you would like to depart on the ferry*): _____

Preferred Return Departure Time: (*Time you would like to return on the ferry*): _____

Payment Information *How will you pay? (check one):*

CASH

CARD

REFERRAL CODE: _____

Calculating your rate:

Discounted fares differ between each route. Please visit our Group Reservations page on our website to calculate your group's fare. (All group discounted fares are presented as one-way rates).

San Francisco Bay Ferry Group Reservation Guidelines



The Discounted Group Travel fares are only available for trips during the following periods:

- ✓ Weekends (non game days)
- ✓ Days when Giants or Warriors are NOT playing
- ✓ Weekdays for trips to Downtown S.F. after 10:00 AM
- ✓ Weekdays for trips from Downtown S.F. before 3:00pm & after 6:00pm

Discounted Group Travel fares are not available during higher ridership periods. These fares are not valid during the following times:

- On Giants, Warriors or Valkyries game days.
- Federal holidays
- On weekday trips to Downtown S.F. before 10:00 AM
- On weekday trips from Downtown S.F. between 3pm and 6pm.

School groups are still welcome to travel during the above blackout periods, however regular fares will apply for all individuals in the group during these times. Also, ferry service is first-come, first-served and we cannot guarantee your entire group will travel together if the ferry departure is very busy. Crews will stop boarding once the vessel reaches capacity.

Please read and acknowledge the guidelines below. Groups that do not adhere to the guidelines are subject to denial of future group requests.

- San Francisco Bay Ferry requires a minimum of 10 business days to process a reservation.
- There must be at 1 chaperone per 10 students in your group.
- Group tickets will only be honored for the date of travel on your tickets.
- Chaperones will ensure that students adhere to all safety announcements given by the crew both onboard the vessel and while within terminal areas.
- San Francisco Bay Ferry maintains zero tolerance for line cutting under any circumstances. We do not allow holding a place in line even if group participants arrive to the boarding line at different times. If some of your participants arrive later to the boarding line than others, the participants who arrived first may get out of line and join the latter at the end of the line, but later comers may not join the ones who were in line first.
- Authorization of group travel does not constitute a guarantee that travel will be completed by ferry. San Francisco Bay Ferry Management reserves the right to substitute mode of travel or cancel travel in the event of mechanical failure, medical emergency, cancellation and/or change in Marine Security level as dictated by the US Coast Guard.
- Upon receipt of a group reservation request via this form, San Francisco Bay Ferry reserves the right to either approve or deny the reservation based on group specifications, vessel limitations, time of travel, or any other constraints that San Francisco Bay Ferry deems impactful to service. In the event of either, a representative will reach out to discuss group reservation further OR alternative options.

By signing below, I agree to follow the guidelines above or I may forfeit my eligibility to receive the Reduced Group Rate and/or approval of group travel requests in the future.

Today's Date: _____