

SUN ‘n FUN Aerospace Expo Field Trip Handbook

WELCOME!

We are excited to have you join us for the 2026 SUN ‘n FUN Aerospace Expo! This guide will help you prepare for your visit. It is vital that you read this entirely before you arrive. Your field trip is **SELF-GUIDED**, but the information here should help you make the most of your time.

Contents

CONTACT INFORMATION.....	2
Before Fly-In.....	2
During Fly-In.....	2
Emergency/Medical	2
Lost Child.....	2
BEFORE ARRIVING.....	2
Arriving by bus:	2
Arriving by car:	2
Determine Lunch Option:	2
ARRIVAL/PARKING/WRISTBAND PICK-UP	3
By Bus.....	3
By Car:	3
By Bus and Car:	3
EXPERIENCES:.....	3
LUNCH OPTIONS	4
Bring your own lunch	4
Order with “Planes”	4
Food Vendors	4
Bus Departure	4
Departure before 6:00 PM.....	4
Departure after 6:00 PM.....	4

CONTACT INFORMATION

Before Fly-In

- If you have any questions in the days before the Fly-In, please contact Education Coordinator Stephanie Carcano at scarcano@flysnf.org or (863) 904-4063.

During Fly-In

- During the Fly-In only, please contact the Education cell phone at **(863) 608-0555**.

Emergency/Medical

- In the event of an emergency, dial 911 and state you are in Polk County.
- First Aid is located next to the Buehler Restoration Center/Flight Tech Sim Center, Map B-4.

Lost Child

- Call 863-345-0106 and speak to Education Director April Blaze about locating your lost student.
- We recommend that you suggest the Piedmont Aerospace Experience (Boeing 727 passenger airplane) next to Main Registration as a meeting place for your students in case you get separated.
- If SUN 'n FUN staff find a lost child, the child will be transported to the Florida Air Museum/Skylab to wait for a reunion.

BEFORE ARRIVING

Arriving by bus:

- Print 2 copies of the attached bus permit.
- Have your bus driver place one in the front window and one in the right-side window so it can clearly be seen to enter the parking lot.
- Print a copy of the attached map and parking instructions and give it to the bus driver.
- Determine if your group will depart after 6:00 pm.
 - If yes, your bus driver will be given a pink parking pass upon arrival. The bus will drop off students and then park in Lot 2.
 - If no, your bus driver will drop off students and park in the CFAA bus parking lot. You will need to have the gate opened for you when you are ready to depart.
- Make sure the teacher point of contact and the bus driver exchange phone numbers in order to coordinate student and cooler pick up.

Arriving by car:

- If all permits were purchased under one QR code by the school contact:
 - Make copies of the QR code for each car and provide them to the drivers.
 - The QR code can only be scanned the number of times for which it was purchased, so do not provide it to anyone else.
 - Drivers will need to tell the parking attendant to only redeem ONE CAR PASS when scanning the QR code.
- If parking passes were purchased individually, each individual will have their own QR code.

Determine Lunch Option:

- [See lunch options](#) including [pre-ordering from the "Planes" group](#) at CFAA.

- If you choose to bring your own lunches, make a label with the school's name on it for each cooler you bring, and tape it to the side of the cooler.

ARRIVAL/PARKING/WRISTBAND PICK-UP

By Bus:

- **All buses need to navigate to Pipkin Road and head North on Medulla Road.**
- Turn right into the student parking lot for the Central Florida Aerospace Academy (CFAA) **Gate 125.**
- Pull up to the covered student drop off area where a staff member will meet you.
- Students will disembark.
- If you have coolers, they will be placed in the back of the cafeteria at CFAA. Please ensure you have staff or chaperones available to move your coolers. The kitchen closes at 3:00 pm, so coolers must be returned to the bus after lunch.
- Your group's Point of Contact will receive packets with wristbands and be given parking instructions.
- If you are **leaving before 6:00 pm** the bus will park in the CFAA lot. The gate will be locked until a staff member is contacted to let you out. Gate access will close promptly at 6:00 pm.
- If you are **leaving after 6:00 pm**, the bus will park across Medulla in Lot 2 on the Rocky Road side marked off for bus parking. The bus driver will receive a pink bus parking pass to display in the window.

By Car:

- If your group is arriving **all** by car, they will approach using **Pipkin Road and park in Lot 1.**
- As stated above, all cars will need a copy of the QR code.
- Your packets with wristbands will be at Main Registration /Jo Olcott Building at Will Call – Window 2 on the left side of the building. The Point of Contact will provide the **school's name** to receive their packet with wristbands.

By Bus and Car:

- Buses and cars will follow the above directions for their respective vehicles.
- Packets with wristbands will be given to the school contact arriving **by bus at CFAA.**
- **Someone from your school will need to take the wristbands from the bus drop-off to the Main Registration/Jo Olcott building to distribute wristbands for those attendees arriving by car.**

EXPERIENCES:

There are a variety of exciting STEM and hands-on-activities available around the Expo campus. See the Field Trip Guide to learn where to go to make the most of your school's visit.

SEE ATTACHED MAP

LUNCH OPTIONS

Bring your own lunch

- If your group brings a cooler, you will need to place it in the kitchen area of CFAA upon arrival. Make sure your cooler has a **label** on the side with the name of the school.
- You may eat at Henderson Plaza, first come, first served.
- **If your bus is staying past 6:00 pm, coolers will need to be moved to the bus after lunch. You will need to call or text your bus driver to arrange this.**

Order with “Planes”

Central Florida Aerospace Academy Parent Organization

- If you would like to support our friends at the Central Florida Aerospace Academy (CFAA), they are taking orders for lunches during the Fly-In as a fundraiser.
- Cost: \$12 per meal, credit or cash accepted.
- Place your order with Marcie Reed by emailing cfaaplanes@gmail.com at least two days prior to your visit.
 - Coffee, Donuts, Fruit, Muffins (à la carte breakfast)
 - Burgers
 - Pulled Pork
 - Pulled Chicken

Food Vendors

Food vendors are located around the campus. Click [this link](#), [download the app](#), or look in the In-Flight Guide to see them all. ****SUN 'n FUN is cashless, though certain vendors might accept cash.****

Bus Departure

Departure before 6:00 PM

- You should check out with staff if you are parked at CFAA so they can open the gate.
- Plan on being back at the CFAA parking lot by 5:30 pm.
- Contact your bus driver to return to the CFAA lot to pick up your students if they aren't parked in the lot.
- **If you are in a bus that is parked in the CFAA lot, you must EXIT before 6:00 pm as the gates will be locked for the night after that.**
- Follow the exit signs posted in your parking area as well as directions from volunteer staff and law enforcement regarding prescribed exit paths to our main roadways.

Departure after 6:00 PM

- Your bus will be parked in Lot 2 across from CFAA.
- Arrange with your bus driver the time to get picked up **in Lot 2**.
- Students and chaperones will exit SUN 'n FUN on foot through Gate 135 at Rocky Road, cross Medulla Rd, and meet the bus in Lot 2.
- Follow the exit signs posted in your parking area as well as directions from volunteer staff and law enforcement regarding prescribed exit paths to our main roadways.