



1375 E Woodfield Road #530
 Schaumburg, IL 60173
 (800) 323-6439 Fax (847) 619-0240
 www.hemispheretravel.com

HEMISPHERE EDUCATIONAL TRAVEL PARTICIPANT TOUR PACKET:

Dear Village School of Naples Tour Participant:

We are thrilled that you have decided to attend a tour with Hemisphere Educational Travel. We know that many fun and exciting adventures await you. Please be assured that we are experts in the field and have been sending students on educational tours since 1970. If you have any concerns leading up to your tour, please contact your Tour Leader or your Account Executive at Hemisphere Educational Travel.

We hope you have a wonderful tour!

Jack Golen- President

DOCUMENT IN PACKET	KEEP	SIGN AND RETURN
Tour Summary/Parent Letter	X	
Sample Itinerary	X	
Group Tour Participation Agreement	X	
Tour Terms and Conditions/ Release Form		X (send with payment)
Medical Form		X (send with payment)





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**The Village School of Naples
Washington, DC Tour Parent Letter
April 23-26, 2019**

Please note that airfare is not currently available for your tour dates, therefore pricing is subject to change pending actual airfare costs

Transportation Included:

- Deluxe motorcoach equipped with air conditioning, reclining seats, lavatory, TVs for DVD player
 - Group will have exclusive use of Motorcoach for duration of tour
 - Driver's Hotel Accommodations, Meals, and Gratuities are included

Lodging & Meals Included:

- 3 night hotel accommodations at a hotel similar to a Hampton Inn and Suites or Holiday Inn Express located in the Washington DC area.
(Occupancy Types: Quad= 4 people per room sharing 2 beds, Triple= 3 people per room sharing 2 beds, Double= 2 people per room with 2 beds, Single= 1 person per room)
- 11 total meals included
 - 3 breakfasts (3- Continental Breakfasts at the hotel)
 - 4 lunches (4- Meal Vouchers)
 - 4 dinners (1- Student Friendly Casual Restaurant, 1- Medieval Times Dinner, 1- Moonlight Spirit Dinner Cruise, 1-\$15 Meal Money Allowance)

Washington, DC Sites (*sites requiring appointments are based on availability):

- Memorials including FDR, Pentagon, Jefferson, Iwo Jima, MLK
- White House- Phot Stop Only
- National Archives
- Washington National Cathedral*
- Alexandria Colonial Ghost Tour
- Ford's Theatre and Petersen House*
- Bureau of Engraving and Printing
- International Spy Museum
- Museum of the Bible
- Medieval Times Dinner and Tournament
- Capitol Building*, Library of Congress and Supreme Court
- United States Holocaust Memorial Museum*
- Moonlight Spirit Cruise with Dinner and DJ
- Monuments and Memorials Tour
- Newseum
- Smithsonian Museums on the Mall

Other Components Included:

- Night security guard at the hotel hired specifically for your group (7 hours per night)
- Tour Director/Guide to meet and accompany group 24 hrs./day for the duration of the tour
- All taxes and gratuities included
- All tour planning and coordinating.
- Comprehensive Accident/Illness Medical Coverage, Professional Tour Operator's Liability Insurance and consumer protection policies for the duration of the tour
- Access to online payment services for individual participants
- Each participant will receive a memory keepsake DVD for the tour
- Each participant will receive a luggage tag and a lanyard containing 24 hour emergency contact information
- Each participant will receive a Hemisphere drawstring backpack
- Hemisphere has active memberships in SYTA (Student and Youth Travel Association), ABA (American Bus Association) and NTA (National Tour Association), requiring a standard for financial stability and industry ethics.

The Village School of Naples Washington, DC Tour Continued**SAMPLE ITINERARY****DAY 1 Tuesday, April 23, 2019****7:00 AM Outbound Flight**

*Roundtrip Airfare from Ft. Myers to a Washington, DC area airport. **Please note that carry on or checked baggage fees are not included in your tour.***

9:15 AM Deluxe Motorcoach

Deluxe motorcoach equipped with air conditioning, reclining seats, lavatory, and TVs and DVD player. Group will have exclusive use of the motorcoach for the duration of the tour.

11:00 AM White House- Photo Stop Only

The White House is the official residence and principal workplace of the President of the United States. Group to stop for photos in front of the most famous house in America. Make sure to look for secret service men on the roof!

11:30 AM Lunch- Food Coupons Included**1:00 PM National Archives**

The Rotunda of the National Archives Building in downtown Washington, DC, contains the permanent exhibit of the Constitution, Bill of Rights, and the Declaration of Independence. The Public Vaults display over 1,000 fascinating records (originals or reproductions) from the National Archives holdings.

2:30 PM Washington National Cathedral Tour

Guided tours (pending availability) explore the "must see" details of the Cathedrals dramatic art and Gothic architecture: sparkling stained glass (including the Space Window), intricate wrought iron, soaring arches, and colorful needlework. Docent-led tours last approximately 30 minutes.

4:00 PM Martin Luther King Jr. National Memorial

The Martin Luther King Jr. Memorial is conceived of as an engaging landscape experience. The composition of the memorial utilizes landscape elements to powerfully convey three fundamental and recurring themes of Dr.King's life: justice, democracy and hope. The circular geometry of the memorial, juxtaposed within the triangular configuration of the site, engages the Tidal Basin and framed views to the water.

4:30 PM FDR Memorial

Located along the famous Cherry Tree Walk on the Western edge of the Tidal Basin, this is a memorial not only to FDR, but also to the era he represents!

5:00 PM Pentagon Memorial

The Pentagon Memorial park consists of 184 memorial units, each of which are dedicated to an individual victim by its unique placement within the collective field. The field is organized as a timeline of the victims' ages, spanning from the youngest to the oldest. This memorial provides a place for future generations to remember and reflect on September 11, and its significance for us and our nation.

6:00 PM Gadsby's Tavern Meal

Enjoy a truly authentic living experience from America's colonial past at Alexandria's only 18th century tavern. All dinners include a fresh salad, homemade bread, dessert and beverage. Entree: Prime Rib, Chicken Fontina or Herb-Crusted Grilled Salmon. Dessert: English Trifle, Banana Bread Pudding or Apple Gingerbread with Cinnamon Icing. MENU IS SUBJECT

The Village School of Naples Washington, DC Tour Continued**SAMPLE ITINERARY**

TO CHANGE.

8:00 PM Alexandria Colonial Ghost Tour

Follow an 18th century costumed guide by lantern light through the charming streets of Alexandria's historic district known as Old Town. On this entertaining tour you'll hear ghost stories, legends and folklore. You will also hear about unsolved mysteries, tales of romance and angry ghosts looking for revenge. At the tour's end your guide will abandon you in a graveyard!

9:00 PM Depart for the Hotel**Washington, DC Area Hotel**

Accommodations at a hotel similar to a Hampton Inn and Suites or Holiday Inn Express located in the DC area. Please note that we do not hold hotel space for a group without a tour commitment; therefore, tour pricing is subject to change in the event that availability changes at the hotel.

10:00 PM Private Overnight Hotel Security for 7 Hours

Private Security Guard to sit on the floor the group occupies from 10:00 PM to 5:00 AM.

DAY 2 Wednesday, April 24, 2019**Breakfast- Continental Breakfast at the Hotel**

Deluxe Continental Breakfast may include the following: breakfast breads (bagels, english muffins, toast), breakfast pastries, cold cereal, oatmeal, yogurt, muffins, etc. Milk, juice, coffee and tea also available. Continental spreads may vary depending on location.

9:00 AM Ford's Theatre and Petersen House

A visit to Ford's Theatre includes entry to the theatre, the recently renovated Ford's Theatre Museum, the Petersen House, the house where Lincoln died and the Center for Education and Leadership. Your visit may also include a presentation by a National Park Service ranger. Please note that Ford's Theatre is a working theatre, and as such the theatre may close last minute for performances or rehearsals.

11:00 AM Bureau of Engraving and Printing

The Bureau of Engraving and Printing is responsible for the design, engraving and printing of all U.S. paper currency. The tour features the various steps of currency production, beginning with large, blank sheets of paper, and ending with wallet-ready bills! During your tour of the Bureau, you will see over a million dollars being printed! The tour is Pending Availability and by appointment only.

Lunch- Food Coupons Included**1:00 PM International Spy Museum**

Examine over 200 spy gadgets, weapons, bugs, cameras, vehicles, and technologies. Learn about microdots and invisible ink, buttonhole cameras and submarine recording systems, bugs of all sizes and kinds, and ingenious disguise techniques developed by Hollywood for the CIA. Uncover the stories behind the spycraft, why and how these artifacts were developed, and by which side. Survey over 50 years of spy technology, developed by agencies from the OSS to the KGB, and still in use today.

3:30 PM Musuem of the Bible

The Village School of Naples Washington, DC Tour Continued**SAMPLE ITINERARY**

Museum of the Bible is an innovative, global, educational institution whose purpose is to invite all people to engage with the history, narrative and impact of the Bible.

7:30 PM Medieval Times Dinner and Tournament

Inside the stone walls of an 11th century-style castle, Medieval Spain comes to life as six knights, donning authentic armor, clash in a jousting tournament for the title of King's Champion.

Depart for the Hotel

Check into DC area hotel

10:00 PM Private Overnight Hotel Security for 7 Hours

Private Security Guard to sit on the floor the group occupies from 10:00 PM to 5:00 AM.

DAY 3 Thursday, April 25, 2019**7:00 AM Breakfast- Continental Breakfast at the Hotel**

Deluxe Continental Breakfast may include the following: breakfast breads (bagels, english muffins, toast), breakfast pastries, cold cereal, oatmeal, yogurt, muffins, etc. Milk, juice, coffee and tea also available. Continental spreads may vary depending on location.

9:00 AM Arlington National Cemetery

Walk among the headstones that chronicle American History and honor our nation's war heroes. View or participate in a Wreath Ceremony at the Tomb of the Unknown Soldier and witness the Changing of the Guards. Make sure to also visit the Kennedy Grave Sites and the Challenger Memorial.

Iwo Jima Memorial

One of the first objectives of the Battle of Iwo Jima in the attack was capturing Mount Suribachi, the highest point on the island. On February 23, 1945, a flag was raised by five Marines and a Navy corpsman. The raising was witnessed by news photographer Joe Rosenthal whose Pulitzer prize winning picture of the flag raising would become a symbol of the war in the Pacific. This event is immortalized through the Iwo Jima Memorial.

12:00 PM Lunch- Food Coupons Included**1:30 PM Capitol Hill Tour**

The Capitol Hill Tour includes a Capitol Building Tour (pending availability), the outside of the US Capitol Building, Capitol Visitor Center, Supreme Court, and the Library of Congress. Groups can view the outside of the buildings on Capitol Hill. If time permits, they may enter the Supreme Court, where they will have access to the Great Hall that features marble busts of the Chief Justices. Groups may also have time to explore the Library of Congress, the largest library in the world, with millions of books, recordings, photographs, maps and manuscripts in its collections.

3:30 PM Holocaust Museum Permanent Exhibit

The Museum's Permanent Exhibition presents a narrative history using more than 900 artifacts, 70 video monitors, and four theaters that include historic film footage and eyewitness testimonies of the Holocaust, the world's greatest genocide.

Pending Availability

Jefferson Memorial

Visit the presidential memorial dedicated to our third president on the Potomac River Tidal Basin. The memorial's design

The Village School of Naples Washington, DC Tour**SAMPLE ITINERARY**

references the Roman Pantheon and Jefferson's own design for the Rotunda at the University of Virginia.

7:30 PM Moonlight Spirit Cruise with Dinner and DJ

Step aboard the Spirit Cruise for delicious dining, dancing, entertainment, and fun! Nothing on land beats an event out on the water making this an unforgettable evening.

9:30 PM Return to the Hotel**10:00 PM Private Overnight Hotel Security for 7 Hours**

Private Security Guard to sit on the floor the group occupies from 10:00 PM to 5:00 AM.

DAY 4 Friday, April 26, 2019**7:00 AM Breakfast- Continental Breakfast at the Hotel**

Deluxe Continental Breakfast may include the following: breakfast breads (bagels, english muffins, toast), breakfast pastries, cold cereal, oatmeal, yogurt, muffins, etc. Milk, juice, coffee and tea also available. Continental spreads may vary depending on location.

8:15 AM Monuments and Memorials Tour

Tour includes the various monuments and memorials on the mall, including, Lincoln Memorial, Korean Memorial, Vietnam Memorial, World War II Memorial and the Einstein Statue.

10:00 AM Newseum

The Newseum is the world's most interactive museum, where five centuries of news history meets up-to-the-second technology in the heart of Washington, DC. The Newseum's 15 major galleries and 15 theaters will immerse you in the world's greatest news stories — the people, the places and the times.

12:00 PM Lunch- Food Coupons Included**1:00 PM Smithsonian Museums on the Mall**

Visit the Smithsonian Institute Museums on the National Mall, home of over 140 million objects collected from around the world. Highlights include the Wright Brothers' biplane at the National Air and Space Museum, the Hope diamond at the Museum of Natural History and the original Star Spangled Banner at the newly renovated American History Museum.

4:00 PM Depart for the Airport

Dinner- \$15 of Meal Money Included

7:00 PM Return Flight

Return Flight from a Washington, DC area airport to Ft. Myers



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GROUP TOUR PARTICIPATION AGREEMENT

The undersigned Participant agrees to participate in the following tour subject to the following "Tour Terms and Conditions/ Release Form" on page 5 & 6, and subject to the Tour Contract executed with the Tour Leader:

WEB CODE / ACCOUNT #: 19TA12653

GROUP NAME: The Village School of Naples Washington, DC Tour
 TOUR DATE(S): Tuesday, April 23, 2019 until Friday, April 26, 2019, 4 Days and 3 Nights
 TOUR Leader: Tish Tarpley

PER PERSON PRICING* (Quad = 4 Students Sharing 2 Beds, Triple = 3 Students Sharing 2 Beds, etc)

Please note that airfare is not currently available for your tour dates, therefore pricing is subject to change pending actual airfare costs

30-34 Paid Participants: Quad: \$1,359.00 Triple: \$1,399.00 Double: \$1,469.00 Single: \$1,709.00
25-29 Paid Participants: Quad: \$1,449.00 Triple: \$1,489.00 Double: \$1,559.00 Single: \$1,799.00
20-24 Paid Participants: Quad: \$1,549.00 Triple: \$1,589.00 Double: \$1,659.00 Single: \$1,899.00
Adults Pay Student Cost Plus the Following Supplement: \$30.00

- *Registration is on a first come first served basis. A wait list will be formed if you tour reaches the maximum capacity listed above.
- *Prices are based on current taxes and fuel prices. In the event of a tax increase or fuel surcharge, participant will be responsible for the increase in cost.
- *Cost per participant is based upon the number of paid participants listed above at the final payment deadline date. If the minimum is not met, the price per person will increase on a pro-rata basis as provided in the Tour Contract executed with the Tour Leader.
- *Adults are responsible for single occupancy if they do not have a roommate.

PAYMENT SCHEDULE (payment and forms must be received to be registered):

DEPOSIT #1 DUE: 8/29/2018	AMOUNT: \$200.00 PER PERSON
DEPOSIT #2 DUE: 9/27/2018	AMOUNT: \$350.00 PER PERSON
DEPOSIT #3 DUE: 11/29/2018	AMOUNT: \$350.00 PER PERSON
DEPOSIT #4 DUE: 1/17/2019	AMOUNT: \$350.00 PER PERSON
FINAL PAYMENT: 2/25/2019	AMOUNT: BALANCE DUE. Please refer to Statement for payment amount.

TO REGISTER ONLINE AND PAY BY CREDIT CARD - VISIT www.hemispheretravel.com;

1. Click on the Account Login button at the top of our home page.
2. Click here to register or make a payment for a tour.
3. First time users click on the 'First time users click here' link OR enter your login information if you have previously set up an online account.
4. Enter your Web Code - YOUR HEMISPHERE WEB CODE IS 19TA12653. Proceed to enter in the requested information.
5. Once information is completed, you will receive a confirmation email.
6. As a reminder, your registration is not complete until the Permission for Medical Treatment form is completed, signed and returned to Hemisphere via mail, fax or email.
7. You may log into your account by using your email and password to make future payments.

IF PAYING BY CHECK: All checks/money orders must indicate the participant's name, school name and Your Tour Web Code, 19TA12653 on the lower left portion. Please make checks or money orders payable to "HEMISPHERE" and SEND TO: 1375 E. Woodfield Road, Suite 530, Schaumburg, IL 60173. Hemisphere processes all checks immediately. No post-dated checks accepted. The Tour Terms and Conditions Form and Medical Form must be mailed in with your payment.

FOR GROUPS TRAVELING BY AIRPLANE:

- **Checked baggage fees are not included in the above price.** Details will be distributed at the final parent meeting before your tour.
- Passengers under the age of 18 are not required to have any photo ID with domestic travel. Passengers under the age of 18 must provide full legal name, including middle name, and date of birth.
- Passengers 18 years and older must register with the name that appears on your driver's license or government issued photo identification.
- Flight deviations from the group's flight schedule will be assessed a \$200 service fee plus any difference in the fare (per ticket) There will be a \$150 name change fee per ticket and any other changes will be subject to additional fees



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GROUP TOUR PARTICIPATION AGREEMENT (CON'T)

HEMISPHERE OFFERS OPTIONAL TRAVEL PROTECTION:

The **Student Deluxe Plan with Cancel For Any Reason** is available for an additional cost.

Refer to your Plan Document for complete plan details and benefits. Plans offer benefits for Trip Cancellation/Interruption and more!

CFAR coverage is 75% of the nonrefundable trip cost. Trip cancellation must be 48 hours or more prior to schedule departure. CFAR must be purchased at the time of plan purchase and with, or before your final payment. This benefit is not available to residents of New York State.

Hemisphere strongly suggests that all participants purchase travel protection to help protect your trip and your investment, as we are not responsible for scenarios that result in tour cancellation and circumstances beyond our control.

The price of the travel protection plan is as follows below, and is based upon the nonrefundable total tour cost which includes hotel/adult supplements. We encourage all travelers to purchase a plan at the time of initial trip deposit. If the tour cost increases, you will be responsible for any additional costs resulting from an increase in premium. Plans offer a 14-day Free-look period.

30-34 Paid Participants: Quad: \$61.50 Triple: \$61.50 Double: \$61.50 Single: \$81.00

25-29 Paid Participants: Quad: \$61.50 Triple: \$61.50 Double: \$81.00 Single: \$81.00

20-24 Paid Participants: Quad: \$81.00 Triple: \$81.00 Double: \$81.00 Single: \$81.00

This product is administered by Travel Insured International Inc.

If you need to file a claim or have any questions about this coverage, please contact

Travel Insured at 1-844-440-8113 - REFER TO GROUP # 91689

WHETHER YOU ACCEPT OR DECLINE THIS PROTECTION PLAN, HEMISPHERE'S CANCELLATION POLICIES WILL APPLY AS OUTLINED BELOW AND ON THE TOUR TERMS AND CONDITIONS FORM, PARAGRAPH 5.

PARTICIPANT CANCELLATION- Cancellations must be submitted to Hemisphere in writing before any refund will be considered. All refund checks will be mailed to the issuer within thirty (30) days after the scheduled Tour Date. If payments came from multiple issuers, refund will be issued in the participant's name. If a participant is cancelled from the tour by the group's tour leader for any reason, all cancellation charges will still apply. Cancellations received after business hours will be posted on the next business day.

E. If a Participant shall cancel his or her reservation at least seventy-one (71) days prior to the Tour Date, the Participant shall be entitled to a refund of the deposits made, less a fifty (\$50.00) dollar administrative service charge and less any non-refundable deposits and expenses paid on the Participants behalf as provided pursuant to the Tour Contract governing the Tour.

F. If the Participant shall cancel his or her reservation seventy (70) days to forty-six (46) days prior to the Tour Date, the Participant shall be assessed a cancellation charge of 25% of the tour cost plus any non-refundable deposits and expenses made on the participants behalf as provided pursuant to the Tour Contract governing the Tour.

G. If a Participant shall cancel his or her reservation forty-five (45) days or less prior to the scheduled Tour Date, the Participant shall be responsible for 100% of the tour cost as provided pursuant to the Tour Contract governing the Tour.

H All cancellations must be submitted to Hemisphere in writing before any refund will be considered.



STUDENT DELUXE

GROUP TRAVEL PROTECTION PLAN

SCHEDULE OF INSURANCE COVERAGE AND OTHER NON-INSURANCE SERVICES

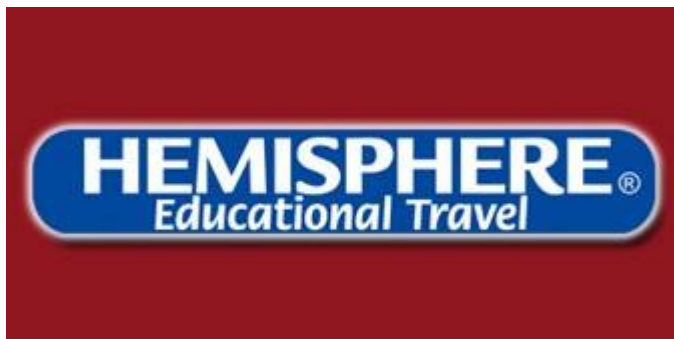
Trip Cancellation**	Trip Cost*
Trip Interruption**	150% of Trip Cost*
Travel Delay – 6 hours	\$750 (\$150/day)
Missed Connection – 3 hours	\$500
Baggage/Personal Effects	\$1,500
Baggage Delay – 24 hours	\$300
Non-Medical Emergency Evacuation	\$150,000
Accident & Sickness Medical Expense	\$25,000
Emergency Evacuation & Repatriation	\$100,000
Cancel for Any Reason (CFAR)***	75% of Trip Cost*
Non-Insurance Worldwide Emergency Assistance Services	Included

Coverages may vary and not all coverage is available in every jurisdiction.

* Up to the lesser of the Trip Cost paid or the limit of Coverage for which benefits are requested and the appropriate plan cost has been paid. Maximum limit of \$10,000

** For \$0 Trip Cost, there is no Trip Cancellation and Trip Interruption is limited to \$500 return air only

*** CFAR coverage is 75% of the nonrefundable trip cost. CFAR is optional and available for individuals or your entire group. Trip cancellation must be 48 hours or more prior to scheduled departure. CFAR must be purchased with or before the final payment for your trip. **This benefit is not available to residents of New York State.**



Travel Insured International
844-440-8113
groups@travelinsured.com
www.travelinsured.com

GENERAL LIMITATIONS AND EXCLUSIONS

Insurance benefits are not payable for any loss due to, arising or resulting from: 1. suicide, attempted suicide or any intentionally self-inflicted injury of You, a Traveling Companion, Family Member or Business Partner booked to travel with You, while sane or insane; 2. an act of declared or undeclared war; 3. participating in maneuvers or training exercises of an armed service, except while participating in weekend or summer training for the reserve forces of the United States, including the National Guard; 4. riding or driving in races, or speed or endurance competitions or events; 5. mountaineering (engaging in the sport of scaling mountains generally requiring the use of picks, ropes, or other special equipment); 6. participating as a member of a team in an organized sporting competition; 7. participating in bodily contact sports, skydiving or parachuting, hang gliding or bungee cord jumping; 8. piloting or learning to pilot or acting as a member of the crew of any aircraft; 9. being Intoxicated, or under the influence of any controlled substance unless as administered or prescribed by a Legally Qualified Physician; 10. the commission of or attempt to commit a felony or being engaged in an illegal occupation; 11. normal childbirth or pregnancy (except Complications of Pregnancy) or voluntarily induced abortion; 12. dental treatment (except as coverage is otherwise specifically provided); 13. amounts which exceed the Maximum Benefit Amount for each coverage as shown in the Schedule of Benefits; 14. due to a Pre-Existing Condition, as defined in the Policy. The Pre-Existing Condition Limitation does not apply to the Emergency Medical Evacuation or return of remains coverage; 15. medical treatment during or arising from a Trip undertaken for the purpose or intent of securing medical treatment; 16. a mental or nervous condition, unless hospitalized for that condition while the Policy is in effect for You; 17. due to loss or damage (including death or injury) and any associated cost or expense resulting directly from the discharge, explosion or use of any device, weapon or material employing or involving chemical, biological, radiological or similar agents, whether in time of peace or war, and regardless of who commits the act and regardless of any other sequence thereto.

The following limitation applies to Trip Cancellation: All cancellations must be reported to the Travel Supplier within 72 hours of the event causing the need to cancel. If the event delays the reporting of the cancellation beyond the 72 hours, the event should be reported as soon as possible. All other delays of reporting beyond 72 hours will result in reduced benefit payments.

Additional Limitations and Exclusions Specific to Baggage and Personal Effects: Benefits are not payable for any loss caused by or resulting from: breakage of brittle or fragile articles; wear and tear or gradual deterioration; confiscation or appropriation by order of any government or custom's rule; theft or pilferage while left in any unlocked or unattended vehicle; property illegally acquired, kept, stored or transported; Your negligent acts or omissions; or property shipped as freight or shipped prior to the Scheduled Departure Date; or electrical current, including electric arcing that damages or destroys electrical devices or appliances.

Purchase Up to Final Trip Payment for Pre-existing Condition Waiver!

The pre-existing condition exclusion will be waived if the protection plan is purchased before final trip payment for the trip, for the full non-refundable cost of the trip and the booking for the covered trip is the first and only booking for this travel period and you are not disabled from travel at the time you pay the premium.

PLEASE REFER TO THE PLAN DOCUMENTS FOR A COMPLETE DESCRIPTION OF COVERAGE.

This document contains highlights of the plan. The plan contains insurance benefits underwritten by the United States Fire Insurance Company. C&F and Crum & Forster are registered trademarks of United States Fire Insurance Company. The Crum & Forster group of companies is rated A (Excellent) by AM Best Company 2016. The plan also contains non-insurance Travel Assistance Services that are provided by an independent organization, and not by United States Fire Insurance Company or Travel Insured International. Coverages may vary and not all coverage is available in all jurisdictions.

TOUR TERMS AND CONDITIONS / RELEASE FORM – MULTI-DAY TOURS

This form must be approved during your online registration or returned to Hemisphere by Aug 29, 2018

1. **NO RESPONSIBILITY FOR LOSSES OR DELAYS.** Hemisphere Travel, Inc. d/b/a Hemisphere Educational Travel ("Hemisphere") acts only in the capacity as agent for the Participant. Hemisphere does not own or operate any ships, airplanes, busses, trains, autos and shall not be liable for any delay, loss or accident occasioned by fault or negligence of any carrier or other person or company obligated to perform transportation services, furnish accommodations, or otherwise in connection with the Tour. Specifically, but not by way or limitation, Hemisphere shall not be responsible for any loss, expense or inconvenience caused by late arrivals and departures or ships, airplanes, busses, trains, autos, or any change of schedule, acts or inaction of carriers, hotels other third parties or other events or occurrences beyond the reasonable control of Hemisphere. Hemisphere shall also not be liable for loss or damage to baggage or any other article of personal property of Participant. The airline tickets issued by the airline shall constitute the sole contract between the airline and the Participant in the Tour relating to transportation. Hemisphere and the transportation company shall have no liability to Participants who are late for departure or who otherwise miss scheduled departures. In most cases, airline tickets are non-refundable, and Hemisphere shall not be held liable if a group or individual loses their tickets. In the event the Tour Group of which Participant is a member shall breach the Tour Contract, all payments made by Participant shall be retained by Hemisphere to be applied to damages incurred by Hemisphere; provided further; that such retention of payment shall not prevent Hemisphere from seeking recovery of additional damages from the Tour Group caused to it by reason of any such breach.
2. **RATE CHANGES, CHANGES TO ITINERARY.** Rates quoted are based on current taxes, tariffs and fuel costs in effect at the present time & are subject to change without notice. In the event of a tax increase or fuel surcharge, participant agrees to pay the additional cost. If participant chooses to cancel due to the increase in cost, all cancellation penalties will apply as listed below in #5. Although no revisions to the itinerary are anticipated, Hemisphere reserves the right to make any changes, with or without notice, that may become necessary, and Participant agrees to pay any additional expenses or costs attributable to such changes in the Itinerary.
3. **RULES APPLICABLE TO TOUR PARTICIPANTS.** Tour leaders, chaperones or school administration have the right to remove a tour participant anytime prior to the tour if the tour participant does not meet school's or group's eligibility or code of conduct requirements and all cancellation penalties will apply. Authorization is hereby given to the tour leaders/chaperones to act on behalf of any participant who shall require hospital, surgical or medical treatment in any situation deemed an emergency by such chaperone. Tour leaders/chaperones are hereby authorized to give non-prescription pain killing remedies to Participants upon request if, in the tour leaders'/chaperones' opinion, such is deemed reasonably necessary. Any medications or medicines a Participant will be taking on Tour, must be submitted to the tour leaders/chaperones prior to commencement of the Tour. The tour leaders/chaperones are to be notified by the Participant of any known allergies to medication. Participant agrees to fully and completely comply with all rules and regulations of various governmental and commercial agencies and that any violation of such rules and regulations, as well as any behavior deemed by the tour leaders/chaperones to be detrimental to the Tour Group, will, at the sole discretion of the tour leaders/chaperones, subject the Participant to immediate suspension and/or dismissal from the Tour. No refunds shall be made in any such event and the Participant, or the parent/guardian of the Participant, will be financially responsible for any costs (including transportation costs) to return the participant and a chaperone home. If the Tour Leader permits the use of iPod's or MP3 players on the Tour, they shall be used with headphones only. Use of drugs, alcohol, possession of explosives, firearms, or any other articles of an illegal nature shall subject the Participant to immediate dismissal from the Group. The Participant is to notify the tour leaders/chaperones of any specific items of food or beverages brought on the Tour to determine whether such items are acceptable. Participant agrees to be responsible for all damages caused by the Participant to the applicable hotel, any hotel room, any motor coach, or any other property. Hemisphere is not responsible or liable for any items lost or stolen while on the tour. The signature below indicates that the participant is permitted to go swimming only with School board approval (if applicable) and only in the presence of their assigned tour leaders or chaperones. Hemisphere, the School, or the tour leaders/chaperones, shall not be liable for any injury/death as a result of swimming (at hotel pool or other water activity on the tour).
4. **DEPOSITS AND PAYMENTS**
 - A. The 1st deposit requested by Hemisphere, must be received by Hemisphere according to the date indicated on the Payment Schedule.
 - B. All deposits shall be sent to Hemisphere (unless otherwise indicated in your tour paperwork.)
 - C. Fund Raising monies will be accepted by Hemisphere prior to the "Final Deposit Due" Date. The Tour Leader will provide a check with the total Fund raising amount and a list of the students' names indicating how much to credit each. An updated "cash received" report to reflect these credits will be sent to the Tour Leader. It is the Tour Leader's responsibility to inform all participants the fundraising amounts they have earned. If participant cancels from tour, all fundraising amounts earned by that participant will be returned to the issuer of the fundraising check less any applicable penalties.
 - D. All Tours must be paid in full by the deadline date listed on the Tour Leader Contract/Group Tour Participation Agreement. A payment made after the final payment deadline date must be in the form of a credit card, money order, cashier's check or cash. No personal checks will be accepted after the final payment deadline date.
 - E. Transfer of money from Participant to Participant in any circumstance is not permitted.
 - F. Deposit dates Indicated on Payment Schedule must be adhered to. **NO EXCEPTIONS.**
 - G. If the final deposit is not made by the due date, the Participant will be canceled from the Tour and all charges below will apply.
 - H. NSF checks and Credit Card Chargebacks will be charged \$35.00 and replacement must be by Cashier's Check or Money Order.
5. **REFUND POLICY, NON-REFUNDABLE PAYMENTS, & CHARGES.** Participant agrees to the following refund policy and non-refundable payments.

GROUP CANCELLATION- all cancellations must be submitted to Hemisphere in writing before any refund will be considered. All refund checks will be issued and mailed to the issuer(s) within thirty (30) days after the scheduled Tour Date. Cancellations received after business hours will be posted on the next business day.

 - A. If Tour Group cancels due to lack of participation, the group has until 2 weeks after the first scheduled deposit date to cancel without penalty. Lack of participation is defined as a number of paid participants that is less than the lowest tiered pricing indicated on the Group Tour Participation Agreement.
 - B. If Tour Group cancels the Tour at least seventy-one (71) days prior to the Tour Date, due to lack of participation or unforeseen circumstances, Hemisphere will refund an amount equal to the deposits made, less all non-refundable deposits and expenses made on behalf of the group, and less a fifty dollar (\$50.00) per person administrative service charge, as provided in the Tour Contract governing the Tour.
 - C. If Tour Group cancels the Tour seventy (70) days to forty-six (46) days prior to the Tour Date, Tour Group shall be assessed a cancellation charge of 25% of the tour cost plus any non-refundable deposits and expenses made on behalf of the group, as provided pursuant to the Tour Contract governing the Tour.
 - D. If a Tour Group cancels the Tour forty-five (45) days or less prior to the scheduled Tour Date, the Tour Group shall be responsible for 100% of the tour cost as provided pursuant to the Tour Contract governing the Tour.

Emergency Cancellation by Hemisphere. Hemisphere may cancel a Tour by reason of any event or occurrence which it deems to create a concern for travel safety, or if any major component of a Tour (i.e., transportation or accommodations) shall be canceled as a result of any such event. In such event, Hemisphere's sole liability to Participant shall be to refund to Participant such amount as Hemisphere receives as a refund from its vendors applicable to Participant's participation in the Tour, less such administrative fee as it deems necessary to cover Hemisphere's costs to the date of such cancellation in connection with such Tour.

PARTICIPANT CANCELLATION- Cancellations must be submitted to Hemisphere in writing before any refund will be considered. All refund checks will be mailed to the issuer within thirty (30) days after the scheduled Tour Date. If payments came from multiple issuers, refund will be issued in the participant's name. If a participant is cancelled from the tour by the group's tour leader for any reason, all cancellation charges will still apply. Cancellations received after business hours will be posted on the next business day.

 - E. If a Participant shall cancel his or her reservation at least seventy-one (71) days prior to the Tour Date, the Participant shall be entitled to a refund of the deposits made, less a fifty (\$50.00) dollar administrative service charge and less any non-refundable deposits and expenses paid on the Participants behalf as provided pursuant to the Tour Contract governing the Tour.
 - F. If the Participant shall cancel his or her reservation seventy (70) days to forty-six (46) days prior to the Tour Date, the Participant shall be assessed a cancellation charge of 25% of the tour cost plus any non-refundable deposits and expenses made on the participants behalf as provided pursuant to the Tour Contract governing the Tour.
 - G. If a Participant shall cancel his or her reservation forty-five (45) days or less prior to the scheduled Tour Date, the Participant shall be responsible for 100% of the tour cost as provided pursuant to the Tour Contract governing the Tour.
 - H. All cancellations must be submitted to Hemisphere in writing before any refund will be considered.

Tour Participant Replacement Policy (must be approved by Hemisphere Travel and Tour Leader). If a tour participant cancels with a same day replacement less than 45 days prior to the scheduled tour date, the canceling participant shall be entitled to a refund of the deposits made, less a \$100 administrative service charge plus applicable airline ticket name change fees and any additional hotel room charges if an extra hotel room is needed due to the replacement. The refund for the cancelled tour participant will not be issued until the new tour participant is paid in full. The replacement participant will not be charged a \$50 late add fee.
6. **TOUR COSTS- TOUR PRICING IS LOCKED AT FINAL PAYMENT DATE** specified on Tour Leader Contract or Group Participation Agreement (with the exception of any fuel surcharges). Any late cancellations or additions will not affect the final established price at the final payment date. Any new tour participants that sign up for the tour after the final payment deadline date will be charged an additional \$50 fee, plus any additional airfare cost if applicable. The cost of the Tour is based on a certain minimum number of Participants per sightseeing coach, based on the preferred occupancy selected, and is subject to change if less than the stated numbers of Participants agree to participate. In such event, Participant agrees to pay any applicable additional charge as Hemisphere reasonably determines, or in the alternative, Participant may cancel its participation in the Tour and may receive a refund of the deposit, less any applicable charges as above provided. The costs stated herein are for student Participants only. Costs for adult Participants will be greater and will be quoted on request. For Air tours, once the airline reduction date has passed, a new participant will be responsible for any additional airfare to obtain an additional seat, if available.

Authorized FREE tour leaders/chaperones cannot be divided between more than one participant and cannot be redeemable for cash or the reduction in other tour participant's tour costs. The tour leader is considered the First Authorized FREE chaperone. It is the Tour Leader's Responsibility to provide the Chaperone needs indicated on the Tour Leader Contract (Or a minimum of 1 adult for every 15 students).

7. **INSURANCE COVERAGE.** Hemisphere agrees to provide the following insurance coverage for the duration of the Tour: American Income Life Insurance Company-Illness and Accident Policy, covers all Tour Participants for the duration of the Tour for \$5,000.00 for loss of life, \$1,000.00 for illness, \$500.00 Dental caused by accidents, and \$5,000.00 for Medical Expense caused by accidents. Optional Travel Protection may be available to Participant for an additional charge. It is important to note that if a medical emergency prevents the student and chaperone to travel back with the group, it will be up to the parents to pay any additional transportation expense for the student and chaperone to return home. By signing this release, I give permission for my child to travel home with the chaperone (without the group). The insurance included as part of the tour package only covers medical expenses and transportation expenses only for an ambulance to the hospital; It does not cover any other form of transportation or lodging expense related to an accident. The Optional Travel Protection offers benefits for accident and sickness medical expense and more.
8. **PROMOTIONAL MATERIAL RELEASE.** The undersigned hereby irrevocably consents to the unrestricted use by Hemisphere, its successors and assigns, of Participant's name and likeness in any and all photographs or video footage of Participant taken on the tour for all advertising purposes, promotional purposes, or purposes of trade in any and all mediums, including social media, and the undersigned waives any right to compensation therefore and any right to inspect or approve such pictures, video footage, advertising, material or promotional material used in connection therewith.
9. Acceptance, release and indemnification. In consideration of Hemisphere's acceptance of the below-named participant for participation in the tour, the undersigned hereby agrees to the foregoing tour terms and conditions and waives and releases on behalf of himself or herself and his or her heirs and successors, and agrees to indemnify, Hemisphere Travel, inc., the tour sponsor and the tour leader participating in the tour, their successors and assigns and their shareholders, directors, officers, employees and agents, as applicable, from, any and all manners of action, suit, debts, damages, claims and demands whatsoever, in law, in admiralty or in equity, which said participants may have or may hereafter acquire by reason of death or injury as a participant of said tour, loss or damage to property, or otherwise arising out of or in connection with participation in said tour, including, but not limited to, any and all damages claimed for delays and other causes beyond hemisphere's reasonable control. Specifically, but not by way of limitation, neither Hemisphere, the tour sponsor, or any tour leader shall be liable for any death or injury resulting from any participant who goes swimming (at hotel pool or other water activity on the tour) while on the tour. In addition, Hemisphere assumes no responsibility and shall not be liable for any videos shown on any motor coach which have not been supplied by Hemisphere. The deposit of the participant's initial payment by Hemisphere shall constitute acceptance of the above named participant for participation in the tour.
10. This Agreement shall be governed by the laws of the State of Illinois. The parties agree that any claims or other actions arising out of this Agreement may be litigated in the federal or state courts in Cook County, Illinois, and each party hereby submits to the jurisdiction of such courts. Any claims asserted against Hemisphere shall be litigated exclusively in such courts.

This form must be approved during your online registration or returned to Hemisphere by Aug 29, 2018
The Village School of Naples Washington, DC Tour (ACCOUNT# 19TA12653)

PRINT PARTICIPANT'S First Name _____ Middle Name(Required) _____ Last Name _____
Provide name as it appears on your driver's license or passport (if minor, provide legal name)

TOUR PARTICIPANT'S DATE OF BIRTH (REQUIRED): ___/___/___ TOUR PARTICIPANT'S GENDER: MALE OR FEMALE (CIRCLE ONE)

Address _____ City _____ State _____ Zip Code _____

Home Phone _____ Cell / Secondary Phone: _____

Emergency Contact _____ Phone # _____

E-MAIL address (Used for payment reminders & tour updates only) _____

IF PARTICIPANT IS UNDER 18 YEARS OF AGE – PRINT PARENT OR GUARDIAN NAME: _____

PARENT/GUARDIAN SIGNATURE or ADULT PARTICIPANT SIGNATURE _____

By signing above you agree to all terms and conditions of the two page document entitled 'Tour Terms and Conditions / Release Form-Multi Day Tours'

EACH PARTICIPANT MUST FILL OUT THIS SECTION AND MAKE 1ST DEPOSIT TO BE REGISTERED

1. **SELECT YOUR ROOM PREFERENCE (subject to change based on final room assignments made by your tour leader):**
 QUAD (4 People Sharing 2 Beds) TRIPLE (3 People Sharing 2 Beds) DOUBLE (2 People with 2 beds) SINGLE (1 Person 1 bed)

2. **YOUR FIRST DEPOSIT OF \$200.00 IS DUE BY Aug 29, 2018 (payment must be made with this form to be registered)**

3. **ARE YOU PURCHASING THE OPTIONAL, NON-REFUNDABLE TRAVEL PROTECTION INSURANCE WITH THE "CANCEL FOR ANY REASON" BENEFIT? PLEASE VISIT WWW.HEMISPHERETRAVEL.COM TO VIEW THE TERMS/BENEFITS OF THE INSURANCE PLAN. THE "CANCEL FOR ANY REASON" BENEFIT IS NOT AVAILABLE FOR NY RESIDENTS. THE INSURANCE PREMIUMS ARE LISTED BELOW AND ARE BASED UPON THE TOUR COST WHICH IS SUBJECT TO CHANGE ONCE THE FINAL TOUR COST IS DETERMINED BY THE FINAL PAYMENT DUE DATE.**

30-34 Paid Participants: Quad: \$61.50 Triple: \$61.50 Double: \$61.50 Single: \$81.00

25-29 Paid Participants: Quad: \$61.50 Triple: \$61.50 Double: \$81.00 Single: \$81.00

20-24 Paid Participants: Quad: \$81.00 Triple: \$81.00 Double: \$81.00 Single: \$81.00

YES Premium must be purchased with initial deposit.

NO No additional cost

4. **ADD NUMBERS 2 & 3 FOR YOUR FIRST PAYMENT AMOUNT:** TOTAL OF FIRST DEPOSIT \$ _____

PERMISSION FOR MEDICAL TREATMENT - Fill Out Online in Your Online Account

If no online account, sign & return to Hemisphere by Aug 29, 2018, via info@hemispheretravel.com, fax or mail

SCHOOL / GROUP NAME: The Village School of Naples

DESTINATION and DATES: Washington, DC Tuesday, April 23, 2019 until Friday, April 26, 2019, 4 Days and 3 Nights

PARTICIPANT'S FULL LEGAL NAME: _____

DATE OF BIRTH: ___/___/___ PARENT / GUARDIAN NAME: _____

HOME PHONE NUMBER: _____ CELL/SECONDARY PHONE: _____

EMERGENCY CONTACT OTHER THAN PARENT/GUARDIAN _____ PHONE# _____

PHYSICIAN'S NAME: _____ PHYSICIAN'S PHONE: _____

LIST FULLY ANY **MEDICAL CONDITIONS AND/OR PHYSICAL LIMITATIONS** PARTICIPANT MAY HAVE:

Since the group's tour leader will not receive these forms until just prior to the tour departure, please also personally inform the group's tour leader of such conditions and/or limitations, as it may require special arrangements which may alter tour components (i.e. wheelchair accessible motorcoach, food allergies, etc...)

(Please note that this trip involves considerable walking at times) _____

LIST ANY **ALLERGIES** PARTICIPANT HAS, IF NONE, PLEASE INDICATE SO : _____

LIST ANY **MEDICATIONS** PARTICIPANT MUST TAKE, INCLUDING TIME SCHEDULE: _____

(We recommend placing students' medications in a plastic bag, marked with name and given to the tour leader)

The accident insurance included as part of the tour package covers medical expenses and transportation expenses only for an ambulance to the hospital. IF MEDICAL TREATMENT SHOULD BE REQUIRED FOR A NON-TOUR RELATED INCIDENT, I AUTHORIZE THE USE OF OUR FAMILY MEDICAL INSURANCE POLICY. (A copy of the insurance card is not necessary)

INSURANCE COMPANY NAME: _____ PHONE #: _____

POLICY HOLDER NAME: _____ POLICY #: _____

It is understood and agreed that the tour sponsors and chaperones will exercise reasonable care with respect to the health and physical well-being of each participant. This permission also authorizes chaperones to observe students who must take any such medications as Tylenol, Anti-diarrhea medication or medications designed for relief of minor problems as they become necessary. I have read the foregoing and agree to the stipulations there in: I hereby authorize any medical treatment necessary & the transfer of the student or participant to any reasonably accessible hospital, pursuant to the foregoing conditions:

Parent/Guardian or Adult Participant Signature _____

Should a medical emergency prevent the tour participant (and a chaperone if the participant is under 18 years old) from traveling back with the group, I hereby give my permission for the tour participant to travel with that designated chaperone (without the group) once the participant has been released from the place where medical attention was given. For minors; the mode of return travel for a student will be determined by the both the Chaperone in charge and the Parent/Guardian of the participant. I also understand that I will be responsible for the travel expense for both the tour participant and the Chaperone (if the participant is under 18 years old) to return home. If you purchase Optional Travel Protection Insurance, part of this expense may be covered. If the Optional Travel Protection Insurance was not offered to your group, please contact Hemisphere to see what insurance coverage would be available for the type of tour you are taking.

Parent/Guardian or Adult Participant Signature _____

SWIMMING AND OTHER PHYSICAL ACTIVITIES: AS A PARENT/GUARDIAN OR TOUR PARTICIPANT, I ACKNOWLEDGE THAT IN CONNECTION WITH SWIMMING AND OTHER PHYSICAL ACTIVITY I HAVE FULLY ADVISED THE TOUR LEADER OF ALL LIMITATIONS THAT MY CHILD OR MYSELF MAY HAVE IN PARTICIPATING IN THE TOUR ACTIVITIES. I UNDERSTAND THAT SWIMMING, WITH OR WITHOUT A LIFEGUARD PRESENT, ARE AT ONE'S OWN RISK. I HEREBY RELEASE HEMISPHERE EDUCATIONAL TRAVEL, THE GROUP, THE TOUR LEADERS AND CHAPERONES FROM ANY RESPONSIBILITY FOR PERSONAL INJURY OR OTHER LOSS WHICH MIGHT OCCUR WHILE ENGAGING IN SWIMMING OR OTHER TOUR ACTIVITY UNLESS SUCH INJURY OR LOSS IS CAUSED BY THE GROSS NEGLIGENCE OF HEMISPHERE EDUCATIONAL TRAVEL OR THE CHAPERONES. **PLEASE CHECK WITH YOUR TOUR LEADER TO SEE IF SWIMMING IS PART OF YOUR GROUP'S ITINERARY.**

I HEREBY AGREE TO ALL OF THE TERMS ASSOCIATED WITH THIS RELEASE FORM.

Parent/Guardian OR Adult Participant Name (please print) _____

Parent/Guardian OR Adult Participant Signature _____ DATE _____.

EVERY TOUR PARTICIPANT (STUDENTS AND ADULTS) MUST SIGN AND RETURN A SEPARATE FORM TO HEMISPHERE. THE TOUR LEADER WILL HAVE THIS FORM IN THEIR POSSESSION WHILE ON TOUR FOR EMERGENCY PURPOSES.



1375 E. Woodfield Road; Suite 530
Schaumburg, IL 60173
Toll Free: 800-323-6439 Fax: 847-619-0240
www.hemispheretravel.com

TOUR LEADER CONTRACT- MULTI-DAY TOURS

The undersigned Tour Leader hereby engages Hemisphere Educational Travel, a division of Hemisphere Travel, Inc., ("Hemisphere") to provide the following described Group Tour (the "Tour") for the prices hereafter shown and subject to the following terms and conditions on page 2 & 3, and Hemisphere agrees to provide the said Tour.

School/Group Name: The Village School of Naples **Account #:** 19TA12653
Tour Leader: Tish Tarpley **Contact's Phone:** (239) 593-7686
Address: 6000 Goodlette Road, Naples, FL 34109
Hemisphere Educational Travel Account Executive: Brad Rosenbaum
Tour Destination and Dates: Washington, DC from Tuesday, April 23, 2019 until Friday, April 26, 2019, 4 Days and 3 Nights via Air For
Air Tours: Please note that airfare is not currently available for your tour dates, therefore pricing is subject to change pending actual airfare costs

PER PERSON TOUR COST - PRICE IS FINAL ONCE FINAL PAYMENT DATE IS REACHED:**

30-34 Paid Participants: Quad: \$1,359.00 Triple: \$1,399.00 Double: \$1,469.00 Single: \$1,709.00
25-29 Paid Participants: Quad: \$1,449.00 Triple: \$1,489.00 Double: \$1,559.00 Single: \$1,799.00
20-24 Paid Participants: Quad: \$1,549.00 Triple: \$1,589.00 Double: \$1,659.00 Single: \$1,899.00
Adults Pay Student Cost Plus the Following Supplement: \$30.00

- Prices quoted 1 free chaperone after every 8 paid participants, based on sharing Double Hotel occupancy rooms (Example - 38 Paid Participants = 4 Free Chaperones)
- It is the Tour Leader's Responsibility to provide the Chaperone needs indicated above (Or a minimum of 1 adult for every 15 students).
- Designated chaperones must be at least 21 years of age.
- Meals included in trip: 3 Breakfast(s), 4 Lunch(es), 4 Dinner(s) (11 total meals included)
- Admissions/ Additional tour components included: Accident & Illness Insurance, Tour Director/Guide, Private Hotel Security, Memory Keepsake DVD, White House- Photo Stop Only, National Archives, Washington National Cathedral Tour, Martin Luther King Jr. National Memorial, FDR Memorial, Pentagon Memorial, Alexandria Colonial Ghost Tour, Ford's Theatre and Petersen House, Bureau of Engraving and Printing, Museum of the Bible, Medieval Times, Arlington National Cemetery, Iwo Jima Memorial, Capitol Hill Tour, Holocaust Museum Permanent Exhibit, Moonlight Spirit Cruise with Dinner and DJ, Monuments and Memorials Tour, Newseum, and Smithsonian Museums on the Mall. Tour components are based on availability.
- Estimated number of motor coaches: 1 Size of coach(es) will be based upon the number of tour participants in the group.

Prices do not include luggage fees.
**If the motorcoach company or airline passes along a fuel surcharge, or if there is a tax increase, it will be the responsibility of the group. We will inform the group if any fuel surcharges or tax increases will be added to the pricing. New participants signing up after the final payment deadline date will be subject to availability and charged a \$50 late addition fee in addition to any other increase in airfare if applicable.

PAYMENT SCHEDULE:

DEPOSIT #1 DUE: 8/29/2018 AMOUNT: \$200.00 PER PERSON
DEPOSIT #2 DUE: 9/27/2018 AMOUNT: \$350.00 PER PERSON
DEPOSIT #3 DUE: 11/29/2018 AMOUNT: \$350.00 PER PERSON
DEPOSIT #4 DUE: 1/17/2019 AMOUNT: \$350.00 PER PERSON
FINAL PAYMENT: 2/25/2019 AMOUNT: BALANCE DUE. Please refer to Statement for payment amount.

REFUNDS TO PARTICIPANTS SHALL BE SUBJECT TO AND AS SET FORTH IN THE TOUR TERMS AND CONDITIONS.
NOTE: 1. GROUP COUNT CANNOT EXCEED THE MAXIMUM MOTORCOACH CAPACITY- ONE PERSON PER SEAT.
2. *IF THE MINIMUM OF 20 PAID PASSENGERS PER COACH IS NOT MET, THE PRICE WILL INCREASE ON A PRO-RATA BASIS.
3. FOR INDIVIDUAL PARTICIPANT CANCELLATIONS OR ENTIRE GROUP CANCELLATIONS, PLEASE REFER TO THE "REFUND POLICY AND PENALTIES" SECTION OF THE ATTACHED TOUR TERMS AND CONDITIONS / RELEASE FORM.

This Tour Contract and each Participant's agreement to participate in the Tour pursuant thereto, is subject to the Tour Terms and Conditions. Tour Leader hereby agrees that all limitations of liability of Hemisphere and releases of Hemisphere therein provided shall also be applicable to and binding upon Tour Leader to the same extent as if same were made directly by Tour Leader to and for the benefit of Hemisphere.

PRINCIPAL, SCHOOL BOARD MEMBER OR AUTHORIZED GROUP LEADER - PLEASE SIGN AND RETURN:

BY: _____
(SIGNATURE)

TITLE: _____

PRINT: _____ DATE: _____

HEMISPHERE TRAVEL INC.
BY: _____ DATE: Jul 17, 2018
Brad S. Rosenbaum - General Manager