



U.S. Capitol Building



# EDUCATIONAL TOURS, INC.

A  TUI Student Travel Company



The White House



Lincoln Memorial



Washington Monument

Washington, D.C.

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experience  
Are you ready?

www.EducationalTours.com

Dear Parents/Guardians:

I am offering next year's 8<sup>th</sup> grade students of Field Middle School the opportunity to participate in an outstanding tour of Washington, D.C. on October 9-11, 2010. The tour will depart from school the morning of October 9 and return the evening of October 11. Your student will have the unique opportunity to experience the nation's capital, a virtual "living classroom," with fellow classmates and teachers. They'll experience government in action and visit some of the country's most important historical treasures. A list of sites and special features of this tour is presented on the next page.

The tour has been prepared for us by Educational Tours, Inc., a fully insured agency specializing in student group travel to Washington, D.C., with over 40 years of experience.

The price of the tour is \$1,079.00 per participant based on 40-50 paid participants per bus. Participants are housed in quad occupancy (four to a room, two beds). We recommend that you also include the optional REFUND GUARANTEE PROTECTION (RGP). The RGP option provides the opportunity to cancel the tour at any time, for any reason, and receive a full refund less the cost of the protection. The cost of the RGP option is \$105.00 and will be added to your 2<sup>nd</sup> payment invoice. **Please read the General Information page carefully.**

**Standard features of this all-inclusive tour are:**

- Roundtrip Airport Transfers
- Flights on Scheduled Airlines
- Meals Beginning with Lunch on Day 1 through Dinner on Day 3
- Adult Chaperone for Every 10 Students
- Hotel Security
- Excellent Hotel (2 nights)
- Premium Sightseeing Bus(es)
- Complete Lectured Sightseeing
- ET Staff/24 Hour Service
- All Taxes, Tips/Insurance Coverage
- All Admissions

**NOTE: If alternative housing arrangements for adults or students are desired and available, the surcharge per person will be:** Triple Room Occupancy - \$49.00, Double Room Occupancy - \$129.00 and Single Room Occupancy - \$369.00.

To register your child for this once-in-a-lifetime opportunity, please visit [www.EducationalTours.com](http://www.EducationalTours.com) and enter **Booking I.D. 031-78647** to pay by credit card (no checks online). You may also register by sending a **\$200.00** deposit by check (payable to **Educational Tours, Inc.**) or Visa/MasterCard/Discover along with the completed application form to **Educational Tours, Inc.** by **Tuesday, May 4, 2010**. A 2<sup>nd</sup> payment of **\$200.00** (plus **\$105.00** for RGP, if desired) is due by **Tuesday, June 8, 2010**. A 3<sup>rd</sup> payment of **\$350.00** is due by **Tuesday, July 13, 2010**. Final payment is due approximately 8 weeks prior to departure. Invoices will be sent. **NOTE: As a limited amount of air, bus, admissions, and hotel space has been reserved, applications will be accepted on a first come basis. Late registrants will be subject to a higher initial deposit amount based on the payment plan listed above.**

If you have any questions about the tour, please call **me** at **school (847-313-4422)**. You may also call **Educational Tours, Inc.**, 9:00AM to 5:00PM, Monday through Friday, at **847-509-0088** or visit ET's website at [www.EducationalTours.com](http://www.EducationalTours.com).

**Mr. David Del Boccio**  
Tour Moderator

**NOTE: Airline checked bag fees are not included in the price of the tour. You can avoid checked bag fees by using carry-on luggage whenever possible. A suggested packing list for carry-on luggage will be sent along with final tour information prior to departure.**

**REGISTER ONLINE – BOOKING I.D. 031-78647**  
[WWW.EDUCATIONALTOURS.COM](http://WWW.EDUCATIONALTOURS.COM)



Sightseeing in Washington is prepared from the list of sites indicated below. The sites included depend on specific appointments and optional excursions requested by the group as well as the time of year and days of the week the tour is planned.



## ***WASHINGTON, D.C. SITES***

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- Capitol Hill
  - U.S. Capitol Building
  - Supreme Court
  - Library of Congress
- Iwo Jima Marine Memorial
- Smithsonian Institution
  - National Air and Space Museum
  - National Museum of Natural History
  - National Museum of American History
- National Archives
- Union Station
- National Zoo – Panda exhibit
- Embassy Row
- Korean War Veterans Memorial
- Jefferson Memorial
- World War II Memorial
- United States Holocaust Memorial Museum (permanent exhibit by appointment only)
- White House
- Mount Vernon – George Washington’s estate
- Ford’s Theatre and Petersen House (by appointment only)
- Kennedy Center for the Performing Arts
- Old Town Alexandria
- Arlington National Cemetery
  - Guard Change - Tomb of the Unknowns
  - Wreath Laying Ceremony (by appointment only)
  - Challenger Memorial
  - Kennedy Gravesites
- FDR Memorial
- Washington National Cathedral (by appointment only)
- Vietnam Veterans Memorial
- Lincoln Memorial
- Washington Monument (by appointment only)

## ***SPECIAL FEATURES INCLUDED***

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- **Wreath Laying Ceremony at Arlington National Cemetery (if confirmed)**
- **Performance of "Shear Madness" at the Kennedy Center**
- **Newseum**
- **Color Copy of Group Photo**

## ***IMPORTANT WASHINGTON, D.C. TRIP MEETINGS***

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<b>Meeting #1</b>	Informal meeting for all interested <b>students</b> and at least <b>one parent/guardian</b> of each student. <b>Parents/Guardians are asked to sit with your child.</b>
<b>Time &amp; Date</b>	<b>6:00 PM on Wednesday, April 14, 2010</b>
<b>Location</b>	<b>Field Middle School – Auditorium</b>
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<b>Meeting #2</b>	Final pre-trip meeting for all registered <b>students</b> and at least <b>one parent/guardian</b> of each student.
<b>Time, Date &amp; Location</b>	Will be announced in the final payment letter.

# GENERAL INFORMATION

## (KEEP TOP PORTION FOR YOUR RECORDS)

1. The price of the Washington Educational Tour is based on 40 paid participants per sightseeing bus and the best available base airfare at the time the group booked. This price does not include checked baggage fees. The price is subject to change if there are less than 40 paid participants per sightseeing bus or variations occur in fuel surcharges, taxes or vendor fees. Per person bus surcharges are: \$20.00 for 35-39 paid per bus, \$60.00 for 30-34 paid per bus and \$100.00 for 25-29 paid per bus. For less than 25 paid per bus, the surcharge will be provided.
2. Per person insurance coverage: \$5,000 life, \$1,500 illness, \$5,000 accident and \$750 dental.
3. The deposit and additional payments are required by the dates indicated in the cover letter. Personal and/or business checks will not be accepted 28 days or less prior to the tour. Prior to departure, information will be sent specifying final details of the tour.
4. Failure to completely pay for the tour by the deadline date may result in the participant being dropped from the tour. If space is still available after the deadline date, a \$50.00 late payment fee will be assessed plus any extra airfare, if applicable.
5. A service fee of \$35.00 is assessed for NSF checks or stop payment checks.

**CANCELLATION POLICY: ALL CANCELLATIONS MUST BE IN WRITING TO EDUCATIONAL TOURS, INC., P.O. BOX 828, NORTHBROOK, IL 60065-0828.** The date of the postmark is the date used to determine the amount of the cancellation fee. Refunds take approximately 4-6 weeks and will be issued in the same form as payment was made.

\* Individual cancellations, for any reason, will be subject to the following fees to be retained by Educational Tours, Inc.:

more than 60 days before the tour	\$150.00
from 59-31 days before the tour	50% of tour cost
from 30 days before the tour to date of departure	100% of tour cost

\* If the tour moderator or school cancels an individual or the tour, individual cancellation fees apply.

\* If the tour moderator or school changes the tour date or destination, all monies received will be transferred to the new tour date/destination. Individual cancellations after the date/destination change will be subject to the same cancellation fees.

\* If Educational Tours, Inc. changes the date/destination and you feel it necessary to cancel because of the change(s), a full refund will be provided as long as a letter is received postmarked no more than 14 days after the change is announced.

**REFUND GUARANTEE PROTECTION (RGP)** – Should a tour participant need to cancel for any reason prior to departure, RGP guarantees you a full refund of all monies paid, less the cost of this option and any NSF or late fees. By accepting RGP, the cost will be included in your 2<sup>nd</sup> payment invoice (the RGP option may not be available for late registrants). You will not be eligible for RGP unless you pay for the cost of this protection. To decline RGP, simply check the box below. By not accepting RGP, the above stated cancellation policy applies with no exceptions. ***ET strongly recommends accepting RGP as part of your tour package.***

**RESPONSIBILITY:** Educational Tours, Inc. is not responsible for any services or accommodations provided by third parties and disclaims any liability for personal injury, property damage, or other loss to the traveler unless such damage, injury or loss is caused by the willful and wanton negligence of Educational Tours, Inc. With respect to the student traveler, the student and his/her parent(s) or guardian assume full responsibility for any damages, injury, or losses that might occur during the tour except as stated above. Any photo or video likeness taken of a participant and any comment or statement made by him/her while taking part in an ET program may be used in materials published by ET without compensation.

To register for this tour, please visit [www.EducationalTours.com](http://www.EducationalTours.com) and enter Booking I.D. 031-78647. If you are unable to register online, please detach and return with your payment to:

**Educational Tours, Inc. – P.O. Box 828 – Northbrook, IL 60065-0828**

Participant's Full Legal Name (all fields are required; please print clearly)

\_\_\_\_\_  Male  Female  
(first) (middle) (last)

Street Address \_\_\_\_\_ Phone: (\_\_\_\_\_) \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_ Date of Birth \_\_\_\_/\_\_\_\_/\_\_\_\_

**FIELD MIDDLE SCHOOL (NORTHBROOK, IL) – #78647 (10/11 TS)**

Parent/Guardian Name(s) \_\_\_\_\_ Email \_\_\_\_\_

Alternate Numbers: Father (\_\_\_\_\_) \_\_\_\_\_ Mother (\_\_\_\_\_) \_\_\_\_\_

I do not accept Refund Guarantee Protection (RGP). By declining RGP, I understand that I will be subject to the full cancellation policy as outlined above and agree that 100% of the trip price is non-refundable if I cancel within 30 days of departure for any reason.

I permit my child to participate in the Washington Tour on October 9-11, 2010. I have read and agree to the above General Information including the Cancellation Policy, Surcharges, Responsibility, and Refund Guarantee Protection.

Parent's/Guardian's Signature \_\_\_\_\_ Date \_\_\_\_\_

**\*UNSIGNED APPLICATION WILL BE RETURNED WITH DEPOSIT\***

If paying by credit card: Please charge my  Visa,  MasterCard *or*  Discover account for \$ \_\_\_\_\_.

**\*Since an original signature is required, phone calls and faxes will NOT be accepted for credit card payments.**

**FIELD MIDDLE SCHOOL (NORTHBROOK, IL) – #78647 (10/11 TS)**

Participant Name \_\_\_\_\_ Street \_\_\_\_\_ Zip Code \_\_\_\_\_

Account Number \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Expiration Date \_\_\_\_\_

Name as it appears on the card \_\_\_\_\_ Home Phone \_\_\_\_\_

Cardholder's Signature \_\_\_\_\_ Work Phone \_\_\_\_\_

Check if desired:  "I authorize Educational Tours, Inc. to automatically debit my account for payments on future due dates."

For Office Use: ID # \_\_\_\_\_ Approval # \_\_\_\_\_ Ref # \_\_\_\_\_ Today's Date \_\_\_\_\_

**FILL OUT COMPLETELY.** Registration will be processed only when credit card information is complete.