



NEW YORK CITY

A city your child has read about and seen in pictures from the time they entered school. However, no written word or picture can have the learning potential of actually visiting this beloved city.

Dear Benton Central Students and Parents:

This year I will be offering a trip to New York City for the junior and senior classes. Classic Tours of Auburn will be making the arrangements. This is a school sponsored trip and as such all school rules and regulations will apply. The trip will be chaperoned by teachers and other adults as needed.

We will depart from Benton Central High School the evening of Thursday, April 12, via motor coach. We will arrive in New York City the following morning and begin our tour of the city. We will check into our hotel in New Jersey that evening. We will leave New York City the evening of Sunday, April 15, and arrive back at Benton Central High School early the next morning, Monday, April 16.

The student cost is \$884.00 per student and includes transportation, accommodations (quad occupancy) for two nights, eight meals, sightseeing and admissions, evening activities and accident insurance (\$2500.00). The adult costs are as follows: quad occupancy: \$916.00; triple occupancy: \$942.00; double occupancy: \$994.00; single occupancy: \$1,150.00. These prices are based on a minimum of 35 participants per motor coach. If the number signed up for the trip falls below the minimum, an adjustment will have to be made in the trip cost or in the trip itself.

Highlights of our trip will include a visit to the Statue of Liberty, a visit to the 9/11 Memorial Museum and the Freedom Tower, a tour of NBC Studios at Rockefeller Plaza, a Broadway Play, *School of Rock* and a day tour including the Financial District, Central Park, Chinatown, Little Italy, Greenwich Village and much more.

I am confident that a visit to New York City will provide a unique learning experience, as well as a valuable insight into one of our nation's beloved cities. If you have questions not answered by this letter please feel free to contact me at school. ghardebeck@benton.k12.in.us.

To make reservations, complete the bottom of this form, detach and mail in the envelope provided with your \$350.00 deposit to Classic Tours, Inc., 3900 CR 62, Auburn, Indiana 46706. Please make all checks payable to Classic Tours, Inc.

Deadline for receipt of deposit is **DECEMBER 21, 2017**. Payments may be made at any time with the final payment due **MARCH 1, 2018**. I recommend that you make reservations as soon as possible. **THE NUMBER OF RESERVATIONS ACCEPTED IS LIMITED BY BUS SIZE AND WILL BE BASED ON THE DATE DEPOSITS ARE POSTMARKED.**

Sincerely,

Mr. Hardebeck

(detach)

Please print

BENTON CENTRAL – NEW YORK CITY - 2018

Please check Student Adult

NAME _____ PHONE () _____

ADDRESS _____

CITY _____ STATE _____ ZIP _____

PARENT'S/GUARDIAN'S NAME _____

I have read and understand the paragraphs in regard to Classic Tours, Inc. responsibility, cancellation policy and returned check fee located on reverse.

Parent/Guardian/Adult participant signature

RETURN THIS FORM ALONG WITH YOUR CHECK OR MONEY ORDER TO CLASSIC TOURS

PLEASE SEE REVERSE FOR CREDIT CARD PAYMENT

Classic Tours, Inc. of Auburn, Indiana, the Tour Operator, its agents or employees, act as agents for passengers in all matters pertaining to transportation, admissions, hotel accommodations, meal arrangements, and sightseeing. Therefore, as agents they accept no responsibility in whole or in part for any delays, change of schedule or condition caused thereby, loss of or damage to baggage or any article belonging to the passenger, injuries to person or for any expenses of any kind or nature arising from any type of service booked through Classic Tours, Inc. The Tour Operator retains the right to cancel any trip without notice and in the event of unavailability to substitute hotels in similar categories.

➔ A billing statement will be sent to each tour participant prior to departure. It will include notice of any balance due; name, address and telephone number of the hotel; general information covering luggage and dress; information regarding roommate selection; and a health information form and student responsibility agreement. Payments may be made at any time. Please include the students name and school name with any correspondence. There is a \$15.00 return check fee.

CANCELLATION POLICY

If you find it necessary to cancel a reservation you need to notify BOTH Classic Tours, Inc. and the school. Although you may cancel by calling Classic Tours, Inc., a refund will be made only after written notice of cancellation has been received. Receipt of deposit and/or reservation form initiates the cancellation policy schedule.

SCHEDULE:

1. Until reservation and deposit due date - Lose nothing; full refund
2. From deposit due date until 30 days prior to departure - Lose \$50 + any non-recoverable amounts.
3. 30 days or less prior to departure - Lose \$100 + any non-recoverable amounts.

(Non-recoverable amounts may include but are not limited to: hotel costs, admission tickets and meal costs)

THE ABOVE SCHEDULE APPLIES TO INDIVIDUAL CANCELLATIONS MADE BY PARENTS/GUARDIAN, TRIP SPONSOR OR SCHOOL AND GROUP CANCELLATIONS MADE BY CLASSIC TOURS, THE TRIP SPONSOR OR SCHOOL.

For copies of this and other forms for your school please visit ClassicTours.org and select "Find your School".

TO PAY BY CREDIT CARD PLEASE FILL OUT THE INFORMATION BELOW

Please print

NAME _____

AS IT APPEARS ON CARD

BILLING ADDRESS _____

CITY _____ STATE _____ ZIP _____

CARD TYPE: VISA MASTERCARD DISCOVER

CARD NUMBER |_____|_____|_____|_____| - |_____|_____|_____|_____| - |_____|_____|_____|_____|

SECURITY CODE |_____|_____|_____|
Located on reverse

EXPIRATION DATE |_____|_____| / |_____|_____|
m m y y

AMOUNT TO CHARGE |_____|,|_____|_____|_____|.|_____|_____|

SIGNATURE _____