



Dear Parent / Guardian,

I am pleased to announce that your child has the opportunity to register for a customized tour that will provide both an educational and hands-on learning experience to Washington, D.C. This is an exciting once-in-a-lifetime opportunity for your child to join their classmates on a tour that will allow them to discover American history firsthand. The trip is scheduled for March 22-25, 2019.

I will be leading the trip along with other chaperones. For our 2019 trip, I am working with **NationsClassroom**, a professional Student Travel organization, to plan every aspect of our custom tour. **NationsClassroom** specializes in Student Educational Tours; please visit their website at : www.nationsclassroomtours.com to learn more about them and what to expect on the trip.

Our educational tour promises to be an inspiring experience the students will remember for the rest of their lives. If you have any questions, please feel free to contact me.

Best Regards,

Matt McDonough
Principal
Underwood High School

DETAILS:	Tour ID#: 35281901 Destination: Washington, D.C. Dates of Travel: March 22-25, 2019
REGISTER:	Registration Due: June 1, 2018 Deposit Amount: \$150.00 (non-refundable) Register: Recommended - Online at www.nationsclassroomtours.com (Use Tour ID#35281901 to register) Or By Phone - Call NationsClassroom (877) 270-1776 Or By Mail - Complete the registration form: 2211 Dickens Road, Suite 204, Richmond, VA 23230
CONTACT:	Website: www.nationsclassroomtours.com Phone: (877) 270-1776 Email: inspire@nationsclassroom.com
INCLUSIONS:	<ul style="list-style-type: none"> *Round trip air transportation *All admissions fees *Evening activities *Accident/Illness insurance *24-Hour Emergency Support *All meals while on tour *NationsClassroom Licensed Tour Manager *Quality hotel accommodations *Night security in hotel
INFORMATION:	<p>Prices are based on a minimum of 36-full paying participants and include a non-refundable deposit. Deposit is applied to tour cost.</p> <p>Students: \$1,445.00 (Quad Occupancy) Adults: \$1,660.00 (Double Occupancy)</p> <p>Payments: The payment schedule is: Register by June 1, 2018 with your initial deposit, and choose from one lump sum payment or the NationsClassroom EZPay program. For the NationsClassroom EZPay program there will be seven (7) more equal installments billed to the payment source which was used to register. These installments will take place on the 15th of each month beginning on July 15, 2018 and ending January 15, 2019. Should you choose to opt out of the EZPay program, 50% of the total purchase price is due October 15, 2018 and the balance must be paid by January 15, 2019.</p> <p>Full Refund Program: An additional \$159.00 covers cancellation. (See Terms and Conditions)</p>

2211 Dickens Road, Suite 204, Richmond, Virginia 23230 Phone: (877) 270-1776



3 WAYS TO REGISTER:

1) Recommended-Online at www.nationsclassroomtours.com and use Tour ID#35281901 to register.

Visit www.nationsclassroomtours.com and in the upper right hand side of the website click on "register now". Then enter Tour ID#35281901. Choose to pay in full or the NationsClassroom EZPay Program. The NationsClassroom EZPay program will begin on July 15, 2018 and end on January 15, 2019. EZPay Payment Schedule is as follows:

EZPay Schedule without the Full Refund Program (FRP) \$1,445.00

Register by June 1, 2018 with \$150.00 Deposit

July 15, 2018 -\$185.00
 August 15, 2018 -\$185.00
 September 15, 2018 -\$185.00
 October 15, 2018 -\$185.00
 November 15, 2018 -\$185.00
 December 15, 2018 -\$185.00
 January 15, 2019 -\$185.00

EZPay Schedule with the Full Refund Program (FRP) \$1,604.00

Register by June 1, 2018 with \$150.00 Deposit

July 15, 2018 -\$207.72
 August 15, 2018 -\$207.72
 September 15, 2018 -\$207.72
 October 15, 2018 -\$207.71
 November 15, 2018 -\$207.71
 December 15, 2018 -\$207.71
 January 15, 2019 -\$207.71

2) By Phone - Call NationsClassroom (877) 270-1776. Use Tour ID#35281901 to register.

NationsClassroom can take registrations 24 hours a day, 7 days a week.

3) By Mail - Complete form below

Mail completed form to 2211 Dickens Road, Suite 204, Richmond, VA 23230. Please allow 2-3 weeks for mail to arrive in our office.

Full Legal Name: _____	Date of Birth ____/____/____	Gender: _____	Adult or Student: _____
Additional Registration: _____	Date of Birth ____/____/____	Gender: _____	Adult or Student: _____
Mailing Address: _____	City: _____	State: _____	Zip Code: _____
Parent Name: _____	E-mail: _____		
Dietary Restrictions/Allergies: _____	Phone Number: _____	Secondary Phone Number: _____	
Physical Limitations: _____	Emergency Contact Name and Phone Number: _____		
Parent's Signature: _____ (Responsible Party: by signing here you agree to the General Terms and Conditions listed in this form)			

NationsClassroom FULL Refund Program Benefits: for your convenience and protection you have been automatically enrolled in the NationsClassroom Full Refund Program. The program provides you with a full refund (less the program fee) in the event you, the tour director, school or school administration need to cancel any time prior to departure. Reasons for cancellation include emergency illness, injury, death in the family, employer termination, job loss or relocation. The program also provides transportation home in the event of a personal emergency. The program provides a refund of the full tour price less the program fee. This program is only available at the time of registration and will be added to your installments and will be shown in your final statement. NationsClassroom must receive your cancellation request writing before the trip departure. You may choose to be enrolled in this program by checking the designated box
 This is an optional program and is not part of the initial deposit.

☐ Yes, I do want to purchase the Full Refund Program. Please add \$159.00 to my tour price.

The FRP fee is \$159.00 and is based on your tour price.

Exclusions-The NationsClassroom FULL Refund Program does not make refunds in the event the trip is cancelled as a result of the following: an act of God, war (declared or undeclared), terrorism or civil unrest.

*Fees for merchandise, returned checks, late payments and late registrations are not refundable.



Terms and Conditions

The **NationsClassroom** Trip Price Includes: Round trip airfare, deluxe motor coach, hotel accommodations, three meals per day while on tour, **NationsClassroom** Licensed Tour Guide, all admissions per final itinerary, taxes and gratuities, accident-related medical and illness insurance while on tour.

Not included in your tour package: Initial fees for the Full Refund Program, personal purchases and merchandise purchases while on tour.

Registrations: You are encouraged to register online at www.nationsclassroomtours.com. Registrations are processed on a first come, first served basis. Early registration is encouraged. The registration fee is non-refundable and is due no later than June 1, 2018.

Late Registrations: Any increase in airfare or other tour inclusions will be passed on to late registrants.

Group combinations: Price is based on a minimum of 36 paying participants per motor coach for the trip unless otherwise stated. Should your group have fewer than 36 payees per bus, an increase in cost may be incurred. The company may combine small groups to help lessen the cost. Notice is given to the Trip Leaders prior to combining with another group. Flexibility is required as dates, format and itinerary may need to be changed and is at the sole discretion of NationsClassroom to make these changes.

Hotel accommodations: Students will be placed four to a room (Quad Occupancy) with students of the same gender.

Adult Occupancy: Adults room with adults on tour program and are assigned rooming based on chosen occupancy level of single or double occupancy. Adults that have chosen a double occupancy with no roommate will be charged a single occupancy rate.

Flights: All flights are reserved on scheduled commercial air. We cannot guarantee non-stop flights, and in some cases, due to the size of the group may be on multiple flight schedules. NationsClassroom cannot guarantee a specific airport or airline. While we attempt to get groups out of their preferred airport, it can never be guaranteed so you must be prepared to depart from airports that may be a significant distance from your home. Seating assignments are made by the airlines, and upgrades, stopovers, changes and use of frequent flyer mileage are not permitted.

NationsClassroom is not responsible for last minute schedule changes, mechanical or weather delays that may occur. Please allow two days of flexibility on each side of your student's travel dates for contingencies.

Baggage fees: Baggage weight is currently limited to 50 lbs. this is subject to change per changes made by scheduled airline. Fees for excess baggage weight are the responsibility of individual traveler and not of NationsClassroom.

Sponsorship: Unless otherwise noted, this tour is not sponsored by any school, school district or public entity, and is organized by a private company, NationsClassroom. NationsClassroom and the trip leader reserve the right to refuse or cancel a registration at their discretion.

Behavior: While traveling, all participants will be expected to abide by local laws, including those concerning illegal drugs and alcohol. All guidelines set forth by the Trip Leader will be enforced. All travelers must complete Behavior Guidelines Contract form prior to departure and adhere to these regulations. Tour Participants are responsible for any fees for damages incurred on tour, deliberate or accidental to tour buses and hotels rooms, breaking any local laws, example: shoplifting, and failing to abide by rules may be grounds for being sent home early from the trip at the student's expense. All NationsClassroom Tours are non-smoking tour programs.

Payments: The payment schedule is: Register by June 1, 2018 with your initial deposit, and choose from one lump sum payment or the NationsClassroom EZPay program. For the NationsClassroom EZPay program there will be seven (7) more equal installments billed to the payment source which was used to register. These installments will take place on the 15th of each month beginning on July 15, 2018 and ending January 15, 2019. Should you choose to opt out of the EZPay program, 50% of the total purchase price is due October 15, 2018 and the balance must be paid by January 15, 2019. To opt out of the EZPay program, you must e-mail or call NationsClassroom. You will be emailed/sent a detailed statement upon registration and at the end of each monthly transaction. NationsClassroom accepts VISA, MASTERCARD, DISCOVER and Personal Checks. All checks should be written out to NationsClassroom. There will be a fee of \$35.00 if your check is returned to us due to non-sufficient funds. If your account is unpaid at the final deadline date, you will be assessed a \$49.00 late fee.

Cancellation policy: The cancellation policy is as follows. All cancellations must be made in writing. Please include the date of submission of notice, student name and school trip id number. Cancellations are determined solely by the date they arrive in the NationsClassroom office regardless of the reason.

The policy applies to each individual registration as follows:

From deposit date to 76 days prior to departure - 25% cancellation fee

From 50 days to 75 days prior to departure - 50% cancellation fee

From 49 days up to departure - 100% cancellation fee

Cancellation due to rescheduling: In the event the departure date needs to be rescheduled for any reason, the standard cancellation charges remain.

Trip funds are not transferable to other tour participants.

Fundraising: Fundraising money will not be returned to individual families, nor will merchandise costs, late fees and returned check charges.

Additional Provisions: NationsClassroom cannot be held responsible for events beyond its control, such as weather acts of God, war, terrorist activities, and incidents of politically motivated violence, illness or quarantine, strikes or government restrictions. We reserve the right to cancel any tour for any reason, in which case you will receive a refund.

All photographic images and video taken by NationsClassroom while on tour are property of NationsClassroom and may be used by NationsClassroom without compensation or notification of individuals therein.

NationsClassroom cannot be held responsible for loss of personal property including money and is not responsible for locating lost property. The suppliers providing travel services and accommodations are independent contractors and not agents. NationsClassroom cannot be held responsible for personal injury, property damage, or loss of earnings from any event whatsoever caused by hotels, railways, airlines and all sub-contracted services. The participants shall indemnify, defend and hold harmless NationsClassroom and its officers, directors, partners, agents, members and employees from any and all demands, claims, damages to persons or property, losses and liabilities, including reasonable attorney's fees, except to the extent and percentage attributable to NationsClassroom negligence or wrongful action. All parties agree that in the event of legal action concerning this agreement, all litigation shall be brought only in Henrico County, Virginia and that such litigation shall be decided pursuant to the laws of the State of Virginia. You agree to all of the terms and conditions by your registration for the trip. NationsClassroom may amend the terms from time to time without notice to you, other than posting the amended terms to the www.nationsclassroomtours.com website.

Phone: 877.270.1776 Fax: 804.303.9797 E-mail: inspire@nationsclassroom.com website: www.nationsclassroomtours.com

2211 Dickens Road, Suite 204, Richmond, Virginia 23230

Underwood High School

Please join us for an informational meeting on
May 9, 2018 at 6:30 PM.
Washington, D.C. Trip Dates – March 22-25, 2019

DAY 1	DAY 2	DAY 3
Morning flight to Washington, D.C.	Holocaust Museum	White House - Photo Stop
Midday arrival in D.C.	National Archives	Arlington National Cemetery <ul style="list-style-type: none"> ▪ Tomb of the Unknown Soldier ▪ Wreath Laying Ceremony ▪ Iwo Jima Memorial
Meet your <i>NationsClassroom</i> Tour Managers, board your Tour Coach and begin your Tour Program	Smithsonian Museums: <ul style="list-style-type: none"> ▪ American History ▪ Natural History ▪ Air & Space 	September 11 th Pentagon Memorial Air Force Memorial
Embassy Row Driving Tour	Evening Tour: WWII Memorial Jefferson Memorial FDR Memorial	Mount Vernon - Home of George Washington
National Cathedral	Martin Luther King, Jr. Memorial	Evening Tour: Alexandria Ghost Tour
Evening Tour: Lincoln Memorial Korean War Memorial Vietnam Veterans Memorial	Overnight DC area hotel	Overnight DC area hotel
Overnight DC area hotel		
DAY 4		
Capitol Hill: <ul style="list-style-type: none"> ▪ US Capitol ▪ Supreme Court ▪ Library of Congress 	*Sample Itinerary*	
Ford's Theatre & Petersen House		
Return Flight Home		

