

TEACHER/COACH PETITION FOR OVERNIGHT FIELD TRIP

Group (Sponsor) Class of 2017

Field Trip Supervision Class Advisors (Mike Hamula & Brittenhardt)

Purpose Senior Class Trip to New York City

Number of Students ~75-100

Dates June 17-18, 2017

Means of Transportation Coach Bus

Cost to student and/or parent/guardian See attached

I would like to meet with you by _____ to discuss supervision arrangements.

Note: A copy of the letter to parents must be submitted to the administrator prior to approval of the trip.

Note: A post field trip conference will be scheduled upon your return.

Bus transportation (if necessary) confirmed with: Brightspark on
December 15, 2016
(Date)

Approved Karen L Donahue Date 12/23/16
Building Principal

Approved [Signature] Date _____
Athletic Director Sept. of Schools

December 15, 2016

Exciting news for Horseheads HS Senior Trip.

We're planning a fantastic tour to New York on June 17 - 18, 2017. This unforgettable learning experience of a lifetime is being coordinated by Brightspark Travel.

All you need to know about Brightspark:

- An accredited and insured operator who ensures safety and security above all
- Trusted and valued expertise, with over 45 years of experience
- This custom-made tour fits our unique group, interests, budget and more
- They'll handle every detail so you don't have to worry

What will it cost?

We've discussed our group's needs and secured these guaranteed rates:*

Student \$429 + \$44 RGP Quad Occupancy

*RGP is a highly recommended elective protection plan.

*Rates are for rooms with 2 beds.

*Our goal is to have 100 paying participants. Brightspark Travel has provided these alternate prices if we do not reach our goal:

# OF PAYING PASSENGERS	100	85	75
STUDENT PRICE (QUAD OCCUPANCY)	\$429	\$458	\$484

What's Included?

- Round-Trip Coach Transportation
- All Admission Fees to Scheduled Activities
- 1 Night at Hotel & Overnight Hotel Security
- 1 Breakfast 1 Dinner
- Guided Sightseeing
- Brightspark Staff including 24-Hour Emergency Hotline
- All Taxes and Gratuities
- "Help Me Travel" Online Fundraising Tool
- Lanyards and Emergency Cards for Each Passenger
- Drawstring Backpacks
- A one-of-a-kind, fun-filled educational experience

How do I sign up?

Go online to mytour.brightsparktravel.com for the fastest and easiest way to register. Of course, if you prefer the old fashioned way, just request paper forms from your group leader.

Any Questions?

Contact your customer service representative at (877)545-0070 or email us at customersupport@brightsparktravel.com. Please mention your Tour Web Code, 6768743, when you call.

Looking forward to a great trip!

MICHAEL HAMULA

mhamula@horseheadsdistrict.com

REGISTER ONLINE NOW
<https://mytour.brightsparktravel.com>
 Enter this code and register no later than:
January 30, 2017

TOUR WEB CODE
6768743

A registration fee of \$40 + payment for RGP is required.

GET JUST-IN-CASE COVERAGE

We want you to be excited for your trip, but also prepared for unexpected events. With Brightspark's Refund Guarantee Protection (RGP), you can cancel for any reason, up to the minute of departure and get a full refund, less the cost of RGP coverage for only:

\$44

PAYMENT INFORMATION

Amount	Due Date
\$40 registration fee* + \$44 RGP	01/30/2017
\$145	02/28/2017
\$145	03/30/2017
\$99	04/30/2017

Total Student Price
\$429 + RGP (optional)

*Please note that \$40 of the registration fee is non-refundable (unless RGP is purchased). For complete details, please read the General and Payment Terms & Conditions upon registration.

(over)

TOUR HIGHLIGHTS

Here's what you can look forward to:

- 9/11 Tribute Center
- Curtian for - TBD
- Explore Central Park
- Explore Times Square
- The Empire State Building Observatory
- Visit Strawberry Fields

THE BENEFITS OF MyTour

Each group that works with Brightspark Travel will have their own personalized, secure page in the MyTour Portal.

Available 24/7 on MyTour, registered passengers can:

- Manage their account profile
- Make secure payments
- Access account balances
- View tour details
- Check out the Bulletin Board where the Tour Sponsor can post important tour planning information
- Fundraise for the tour with Brightspark's exclusive "Help Me Travel" tools

Check it out at :

<https://mytour.brightsparktravel.com>

