



Performance Tour of Northern Germany – March 24th – April 2nd, 2021

Dear Student & Parent/Guardian,

In order to participate in our 2021 tour of Northern Germany please read and return the attached **Tour Commitment Form** to be signed by both student and parent and returned with an initial deposit of \$350 by Friday March 27, 2020.

Tour Cost

The tour cost will be finalized in September following the first full payment. Please see the PAC Tour Proposal packet for tour cost estimates.

Payment Schedule

Payment #1 - \$350 due Friday March 27, 2020

Payment #2 - \$900 due Friday June 5, 2020

Payment #3 - \$900 due Friday September 22, 2020

Payment #4 - \$900 due Friday November 13, 2020

Payment #5 - Remaining Balance due Friday January 15, 2021

Acceptable Forms of Payment

Payments can be made by check only. No cash will be accepted. ***Checks should be made payable to "WHS MUSIC"***

Refund Policy

Cancellation fees will be assessed based on the date the cancellation, which must be done by emailing Mr. Vitale, cvitale@westfieldnj12.org, as well as sending notification to PAC by fax (732-903-7100) or email, George@usafest.org. The amount listed below is what will be kept in the event that a student withdraws from the trip. Any remaining balance paid will be returned in the form of a check.

- Before 9/14/20 - \$50
- After 9/9/20 and before 10/16/20 - \$200
- After 10/16/20 and before 12/1/20 - \$600
- After 12/1/20 and before 1/21/21 - \$1,000
- After 1/21/21 - minimum of \$1,500 fee, but may be charged up to 100% of total per person tour cost.

***Plus any airline cancellation fees which may apply**

Students in Good Standing

Students who lose their "good standing" status prior to the tour may lose traveling privileges at the discretion of the WHS Band Directors and High School Administration. This status refers to academic AND behavioral standing within the WHS school community. Refund policies will apply as stated above.

Parent Meeting

A student/parent tour meeting will be scheduled for mid February, 2021. This meeting will be mandatory for anyone traveling on the tour. All students must be accompanied by a parent/guardian. The staff will provide a complete overview of the tour itinerary, medical considerations, and outline student and parent expectations for the tour.

Medical forms/Passports

Medical forms will be requested at a later date. ***All traveling students must have a current passport. Please plan ahead. If the passport expires within 185 days of April 2, 2021 it must be renewed now.***



2021 Germany Tour Commitment Form

Please return this form with the initial deposit of \$350 to Mr. Vitale by Friday March 27, 2020

I give permission for:

(Student Name) _____ Grade _____

to attend the 2021 Westfield Band Tour of Germany taking place from March 24th through April 2nd 2021. I understand that this form is binding and that any money received by WHS Music is subject to the Performing Arts Consultants refund policy.

Please initial each item:

- ___ I understand the financial obligations of the tour including the payment schedule.
- ___ I understand the cancelation/refund policy as outlined in the tour commitment form.
- ___ I understand that my child needs to maintain his/her academic and behavioral "good standing" status within the Westfield school community in order to travel. I understand that the Band Directors of the Westfield Bands and/or the WHS Administration have the ability to remove my child from traveling and that all cancelation fees will apply.
- ___ I understand that my child and one parent/guardian are expected to attend the tour meeting to be scheduled in early February, 2021. Date to be communicated to parents by October 1, 2020.
- ___ I understand the Westfield Board of Education or administration has the right to cancel this trip at any time should world events present an immediate safety concern to our students and staff. Should this decision be made, depending upon the timing of the decision, it may not be possible to refund portions of your trip payments up to and including the entire cost. The travel insurance that PAC purchases on your behalf may or may not cover this type of cancellation depending upon the circumstances.

Tour Insurance

Is included in the cost of the trip. See attached *Travel Guard Group Plan* description provided by Performing Arts Consultants.

___ I have read and understand the Travelex Group Plan included in the cost of the tour.

Parent Permission

By signing this commitment form I understand and agree to the requirements of the trip as stated above.

Parent/Guardian Signature: _____ Name _____ Date _____
(please print)

Student Signature: _____ Name _____ Date _____
(please print)

Please return this form along with a \$350 check made out to WHS MUSIC to Mr. Vitale by March 27th to secure your spot on our performance tour of Germany!