Washington DC Tour Parent Letter

Derby Middle School
May 16-18, 2018
(3 Day/2 Night Motorcoach Tour)

Transportation Included:
- Deluxe Motorcoach equipped with air conditioning, reclining seats, lavatory and TV's / DVD
  - Group will have exclusive use of Motorcoach for duration of tour
  - Driver's Hotel Accommodations, Meals, and Gratuities are included

Lodging & Meals Included:
- 2 nights hotel accommodations at a hotel similar to a Holiday Inn
  (Occupancy Types: Quad= 4 people per room sharing 2 beds, Triple= 3 people per room sharing 2 beds, Double= 2 people per room with 2 beds, Single= 1 person per room)
- 8 total meals included
  - 2 breakfasts (Deluxe Continental Breakfast at the hotel)
  - 3 lunches (Meal Vouchers)
  - 3 dinners (Spirit Cruise with Dinner and DJ, Student Friendly Restaurant, Meal Money Allowance En Route)

Washington, DC Sites (*sites requiring appointments are based on availability):
- Memorials including Lincoln, Vietnam, Korean, FDR, Iwo Jima, MLK, Pentagon & Einstein Statue
- National Archives
- Smithsonian Institution Museums
- Arlington National Cemetery (Wreath* for ceremony, if confirmed)
- Capitol Building*, Library of Congress and Supreme Court
- White House*
- United States Holocaust Memorial Museum*
- Ford's Theatre and Petersen House
- Shear Madness
- Newseum

Other Components Included:
- Licensed Professional Tour Director/Guide to accompany group for the duration of the tour.
- Night security guard at the hotel hired specifically for your group (10pm to 5am)
- All taxes and gratuities included
- All tour planning and coordinating.
- Comprehensive Accident/Illness Medical Coverage, Professional Tour Operator's Liability Insurance and consumer protection policies for the duration of the tour
- Group Photo for each Tour Participant
- Drawstring Backpack
- Access to online payment services for individual participants
- Each participant will receive a luggage tag and a lanyard containing 24 hour emergency contact information
- Hemisphere has active memberships in SYTA (Student and Youth Travel Association), ABA (American Bus Association) and NTA (National Tour Association), requiring a standard for financial stability and industry ethics.
GROUP TOUR PARTICIPATION AGREEMENT

The undersigned Participant agrees to participate in the following tour subject to the following “Tour Terms and Conditions/ Release Form” on page 3 & 4, and subject to the Tour Contract executed with the Tour Leader:

WEB CODE / ACCOUNT #: 18TAA1388
GROUP NAME: Derby Middle School Washington, DC Tour
TOUR DATE(S): Wednesday, May 16, 2018 until Friday, May 18, 2018, 3 Days and 2 Nights
TOUR Leader: Kelly Anroman

PER PERSON PRICING* (Quad = 4 Students Sharing 2 Beds.
45-49 Paid Participants Per Coach: Quad: $545.00

*Registration is on a first come first served basis. A wait list will be formed if you tour reaches the maximum capacity listed above.
*Prices are based on current taxes and fuel prices. In the event of a tax increase or fuel surcharge, participant will be responsible for the increase in cost.
*Cost per participant is based upon the number of paid participants listed above at the final payment deadline date. If the minimum is not met, the price per person will increase on a pro-rata basis as provided in the Tour Contract executed with the Tour Leader.
*Adults are responsible for single occupancy if they do not have a roommate.

PAYMENT SCHEDULE (payment and forms must be received to be registered):

DEPOSIT #1 DUE: 6/1/2017 AMOUNT: $50.00 PER PERSON
DEPOSIT #2 DUE: 9/28/2017 AMOUNT: $100.00 PER PERSON
DEPOSIT #3 DUE: 11/9/2017 AMOUNT: $150.00 PER PERSON
DEPOSIT #4 DUE: 1/18/2018 AMOUNT: $150.00 PER PERSON
FINAL PAYMENT: 3/15/2018 AMOUNT: BALANCE DUE. Please refer to Statement for payment amount.

TO REGISTER ONLINE AND PAY BY CREDIT CARD - VISIT www.hemispheretravel.com;
1. Click on the 'Online Payments and Tour Center' button on the right side of our home page.
2. Click here to register or make a payment for a tour.
3. First time users click on the 'First time users click here' link OR enter your login information if you have previously set up an online account.
4. Enter your Web Code - YOUR HEMISPHERE WEB CODE IS 18TAA1388. Proceed to enter in the requested information.
5. Once information is completed, you will receive a confirmation email.
6. As a reminder, your registration is not complete until the Permission for Medical Treatment form is completed.
7. You may log into your account by using your email and password to make future payments.

IF PAYING BY CHECK: All checks/money orders must indicate the participant’s name, school name and Your Tour Web Code, 18TAA1388 on the lower left portion. Please make checks or money orders payable to “HEMISPHERE” and SEND TO: 1375 E. Woodfield Road, Suite 530, Schaumburg, IL 60173. Hemisphere processes all checks immediately. No post-dated checks accepted. The Tour Terms and Conditions Form and Medical Form must be mailed in with your payment.
HEMISPHERE OFFERS OPTIONAL TRAVEL PROTECTION:
The Student Deluxe Plan with Cancel For Any Reason is available for an additional cost. Refer to your Plan Document for complete plan details and benefits. Plans offer benefits for Trip Cancellation/Interruption and more!

*CFAR coverage is 75% of the nonrefundable trip cost. Trip cancellation must be 48 hours or more prior to schedule departure. CFAR must be purchased at the time of plan purchase and with, or before your final payment. This benefit is not available to residents of New York State.*

Hemisphere strongly suggests that all participants purchase travel protection to help protect your trip and your investment, as we are not responsible for scenarios that result in tour cancellation and circumstances beyond our control.

The price of the travel protection plan is as follows below, and is based upon the nonrefundable total tour cost which includes hotel/adult supplements. We encourage all travelers to purchase a plan at the time of initial trip deposit. If the tour cost increases, you will be responsible for any additional costs resulting from an increase in premium. Plans offer a 14-day Free-look period.

45-49 Paid Participants Per Coach: Quad: $31.50
40-44 Paid Participants Per Coach: Quad: $31.50

This product is administered by Travel Insured International Inc.
If you need to file a claim or have any questions about this coverage, please contact Travel Insured at 1-800-243-3174 ext. 2 - REFER TO GROUP # 73568

WHETHER YOU ACCEPT OR DECLINE THIS PROTECTION PLAN, HEMISPHERE'S CANCELLATION POLICIES WILL APPLY AS OUTLINED BELOW AND ON THE TOUR TERMS AND CONDITIONS FORM, PARAGRAPH 5.

PARTICIPANT CANCELLATION: Cancellations must be submitted to Hemisphere in writing before any refund will be considered. All refund checks will be mailed to the issuer within thirty (30) days after the scheduled Tour Date. If payments came from multiple issuers, refund will be issued in the participant's name. If a participant is cancelled from the tour by the group's tour leader for any reason, all cancellation charges will still apply. Cancellations received after business hours will be posted on the next business day.

E. If a Participant shall cancel his or her reservation at least seventy-one (71) days prior to the Tour Date, the Participant shall be entitled to a refund of the deposits made, less a fifty ($50.00) dollar administrative service charge and less any non-refundable deposits and expenses paid on the Participants behalf as provided pursuant to the Tour Contract governing the Tour.

F. If the Participant shall cancel his or her reservation seventy (70) days to forty-six (46) days prior to the Tour Date, the Participant shall be assessed a cancellation charge of 25% of the tour cost plus any non-refundable deposits and expenses made on the participants behalf as provided pursuant to the Tour Contract governing the Tour.

G. If a Participant shall cancel his or her reservation forty-five (45) days or less prior to the scheduled Tour Date, the Participant shall be responsible for 100% of the tour cost as provided pursuant to the Tour Contract governing the Tour.

H. All cancellations must be submitted to Hemisphere in writing before any refund will be considered.
# Student Deluxe Group Travel Protection

## Schedule of Insurance Coverage and Other Non-Insurance Services

<table>
<thead>
<tr>
<th>Coverage</th>
<th>Trip Cost*</th>
</tr>
</thead>
<tbody>
<tr>
<td>Trip Cancellation**</td>
<td>150% of Trip Cost*</td>
</tr>
<tr>
<td>Trip Interruption**</td>
<td></td>
</tr>
<tr>
<td>Travel Delay – 6 hours</td>
<td>$750 ($150/day)</td>
</tr>
<tr>
<td>Missed Connection – 3 hours</td>
<td>$500</td>
</tr>
<tr>
<td>Baggage/Personal Effects</td>
<td>$1,500</td>
</tr>
<tr>
<td>Baggage Delay – 24 hours</td>
<td>$300</td>
</tr>
<tr>
<td>Accident &amp; Sickness Medical Expense</td>
<td>$25,000</td>
</tr>
<tr>
<td>Emergency Evacuation &amp; Repatriation</td>
<td>$100,000</td>
</tr>
<tr>
<td>Non-Insurance Worldwide Emergency Assistance Services</td>
<td>Included</td>
</tr>
<tr>
<td>Cancel for Any Reason (CFAR)**</td>
<td>Optional</td>
</tr>
</tbody>
</table>

* Up to the lesser of the Trip Cost paid or the limit of Coverage for which benefits are requested and the appropriate plan cost has been paid. Maximum limit of $10,000.

** For 80 Trip Cost, there is no Trip Cancellation and Trip Interruption is limited to $500 return air only.

*** CFAR coverage is 75% of the nonrefundable trip cost. CFAR is optional and available for individuals or your entire group. Trip cancellation must be 48 hours or more prior to scheduled departure. CFAR must be purchased at the time of plan purchase and with or prior to your final trip payment. This benefit is not available to residents of New York State.

### General Limitations and Exclusions

Insurance benefits are not payable for any loss due to, arising or resulting from: 1. suicide, attempted suicide or any intentionally self-inflicted injury of You, a Traveling Companion, Family Member or Business Partner booked to travel with You, while sane or insane; 2. an act of declared or undeclared war; 3. participating in maneuvers or training exercises of an armed service, except while participating in weekend or summer training for the reserve forces of the United States, including the National Guard, 4. riding or driving in races, or speed or endurance competitions or events; 5. mountaineering (engaging in the sport of scaling mountains generally requiring the use of picks, ropes, or other special equipment); 6. participating as a member of a team in an organized sporting competition; 7. participating in bodily contact sports, skydiving or parachuting, hang gliding or bungee cord jumping; 8. piloting or learning to pilot or acting as a member of the crew of any aircraft; 9. being intoxicated, or under the influence of any controlled substance unless as administered or prescribed by a Legally Qualified Physician; 10. the commission or attempt to commit a felony or being engaged in an illegal occupation; 11. normal childbirth or pregnancy (except Complications of Pregnancy) or voluntarily induced abortion; 12. dental treatment (except as coverage is otherwise specifically provided); 13. amounts which exceed the Maximum Benefit Amount for each coverage as shown in the Schedule of Benefits; 14. due to a Pre-Existing Condition, as defined in the Policy. The Pre-Existing Condition Limitation does not apply to the Emergency Medical Evacuation or return of remains coverage; 15. medical treatment during or arising from a Trip undertaken for the purpose or intent of securing medical treatment; 16. a mental or nervous condition, unless hospitalized for that condition while the Policy is in effect for You; 17. due to loss or damage (including death or injury) and any associated cost or expense resulting directly from the discharge, explosion or use of any device, weapon or material employing or involving chemical, biological, radiological or similar agents, whether in time of peace or war, and regardless of who commits the act and regardless of any other sequence thereto.

The following limitation applies to Trip Cancellation: All cancellations must be reported directly to the Travel Supplier within 72 hours of the event causing the need to cancel, unless the event prevents it, and then as soon as is reasonably possible. If the cancellation is not reported within the specified 72 hour period, the Company will not pay for additional charges, which would not have, been incurred had You notified the Travel Supplier in the specified period. If the event prevents You from reporting the cancellation, the 72-hour notice requirement does not apply, however, You must, if requested, provide proof that said event prevented him or her from reporting the cancellation within the specified period.

Additional Limitations and Exclusions Specific to Baggage and Personal Effects: Benefits are not payable for any loss caused by or resulting from: breakage of brittle or fragile articles; wear and tear or gradual deterioration; confiscation or appropriation by order of any government or custom's rule; theft or pilferage while left in any locked or unattended vehicle; property illegally acquired, kept, stored or transported; Your negligent acts or omissions; or property shipped as freight or shipped prior to the Scheduled Departure Date, or electrical current, including electric arcing that damages or destroys electrical devices or appliances.

Cancel For Any Reason Protection: Optional coverage applies only when requested on the application and the appropriate additional plan cost has been paid. CFAR must be purchased at the time of plan purchase and with or prior to your final trip payment. If You purchase the Cancel For Any Reason protection and You cancel Your Trip for any reason not otherwise covered by this plan, the Insurer will reimburse You for up to 75% of the prepaid, non-refundable payments or deposits You paid for Your Trip provided You cancel Your Trip more than 48 hours prior to Your Scheduled Departure Date. This benefit is not available to residents of New York State.

Travel Insured International
P: 800-243-3174
www.travelinsured.com
Details of Coverage
Restrictions apply - see Plan Document for complete coverage details.

Travel Protection
Trip Cancellation/Trip Interruption
Provides reimbursement up to your full, prepaid, non-refundable trip cost when you are forced to cancel or interrupt due to:
- Unforeseen sickness, accidental injury or death, which occurs before departure. (Certain exclusions apply)
- Being hijacked, quarantined, or having to serve on a jury or appear as a witness in court;
- Fire, flood, burglary or other Natural Disaster at your Primary Place of Residence or Destination;
- A documented theft of passports or visas;
- Being directly involved in a traffic accident while en route to Your scheduled point of departure;
- Bankruptcy or Default of an airline or cruise line
- Strike that causes a complete stop of services for at least 18 consecutive hours
- Inclement Weather that causes a complete stop of services for at least 18 consecutive hours
- Being the victim of a Felonious assault within 10 days of the Scheduled Departure Date;
- A Terrorist Incident*
- Your host being unable to accommodate you due to their death or life threatening illness/injury

* Terrorist Incident must occur within 30 days of Your Scheduled Departure Date in a city listed on the itinerary of Your Trip. This same city must not have experienced a Terrorist Incident within the 90 days prior to the Terrorist Incident that is causing Your cancellation of Your Trip. Benefits are not provided if the Travel Supplier offers a substitute itinerary.

Travel Delay
Reimburses up to $150 per day when you are delayed en route to or from the covered Trip for 6 or more hours. Covered expenses include:
- Prepaid, unused, non-refundable land and water accommodations.
- Local transportation to join the Trip.
- Reasonable additional expenses incurred for meals and lodging.

Missed Connection
Reimburses up to $500 in unplanned expenses to rejoin your trip when a 3-hour common carrier delay causes you to miss a cruise or tour departure. Expenses include reasonable accommodations, meal expenses, and non-refundable payments for the unused portion of Your Cruise or Trip. Coverage will not be provided to individuals who are able to meet their scheduled departure but cancel their Trip due to Inclement Weather.

Baggage Protection
Baggage/Personal Effects:
Reimburses for loss, theft, or damage to Baggage and Personal Effects up to the maximum benefit. Receipts are required for reimbursement.
Baggage Delay (Outward Journey Only):
Reimburses for expenses of necessary Personal Effects, if Your checked Baggage is delayed or misdirected for more than 24 hours from the time You arrive at the destination stated on the ticket, except travel to final destination or Your place of residence.

Emergency Accident and Sickness Medical Expense:
Up to $25,000 to cover treatment costs when accident or illness strikes during the trip.
Covered Medical Expenses are necessary services and supplies which are recommended by the attending Physician. They include, but are not limited to:
- Services of a Physician;
- Charges for Hospital confinement and use of operating rooms;
- Charges for anesthetics (including administration);
- X-ray examinations or treatments, laboratory tests, ambulance service; and drugs, medicines, prosthetic and therapeutic services and supplies.

Emergency Medical Evacuation/Repatriation:
Up to $100,000 to transport you to nearest treatment by U.S. standards and return you home when able to fly.
All transportation must be authorized and arranged by the Assistance Company.

Non-Insurance Worldwide Emergency Assistance Services
The non-insurance Travel Assistance feature provides a variety of travel related services. Some of the services offered include:
- Medical or legal referral
- Hospital admission guarantee
- Translation service
- Lost Baggage retrieval
- Inoculation information
- Passport / visa information
- Emergency cash advances
- Prescription drug / eyeglass replacement
- Bail bond

Purchase up to final Trip Payment for Pre-Existing Condition Waiver!
The Pre-Existing Condition Exclusion will be waived if the protection plan is purchased before final trip payment for the trip, for the full non-refundable cost of the trip and the booking for the covered trip is the first and only booking for this travel period and you are not disabled from travel at the time you pay the premium

This document contains highlights of the plan. The plan contains insurance benefits underwritten by the United States Fire Insurance Company. C&F and Crum & Forster are registered trademarks of United States Fire Insurance Company. The Crum & Forster group of companies is rated A (Excellent) by AM Best Company 2016. The plan also contains non-insurance Travel Assistance Services that are provided by an independent organization, and not by United States Fire Insurance Company or Travel Insured International. Coverages may vary and not all coverage is available in all jurisdictions.
TOUR TERMS AND CONDITIONS / RELEASE FORM – MULTI-DAY TOURS

This form must be approved during your online registration or returned to Hemisphere by Jun 1, 2017

1. NO RESPONSIBILITY FOR LOSSES OR DELAYS. Hemisphere Travel, Inc. d/b/a Hemisphere Educational Travel (“Hemisphere”) acts only in the capacity as agent for the Participant. Hemisphere does not own or operate any ships, airplanes, buses, trains, autors or shall not be liable for any delay, loss or accident occasioned by fault or negligence of any carrier or other person or company obligated to perform transportation services, furnished accommodations, or otherwise in connection with the Tour. Specifically, but not limited to, Hemisphere is not liable for any loss, expense or inconvenience caused by bad weather,罢工 or other events or occurrences beyond the reasonable control of Hemisphere. Hemisphere shall also not be liable for loss or damage to baggage or any other article of personal property of Participant. The airline tickets issued by the airline shall constitute the sole contract between the airline and the Participant in the Tour relating to transportation. Hemisphere and the transportation company shall have no liability to Participants who are late for flights, who otherwise miss flights, who otherwise tickets are non-refundable, and Hemisphere shall not be held liable if a group or individual loses their tickets. In the event the Tour Group of which Participant is a member shall breach the Tour Contract, all payments made by Participant shall be retained by Hemisphere to be applied to damages incurred by Hemisphere, provided further; that such retention of payment shall not prevent Hemisphere from seeking recovery of additional damages from the Tour Group caused by reason of any such breach.

2. RATE CHANGES, CHANGES TO ITINERARY. Rates quoted are based on current taxes, tariffs and fuel costs in effect at the present time & are subject to change without notice. In the event of a tax increase or fuel surcharge, participant agrees to pay the additional cost. If participant chooses to cancel due to the increase in cost, all cancellation penalties will apply as listed below in #5. Although no revisions to the itinerary are anticipated, Hemisphere reserves the right to make any changes, with or without notice, that may become necessary, and Participant agrees to pay any additional expenses or costs attributable to such changes in the itinerary.

3. RULES APPLICABLE TO TOUR PARTICIPANTS. Tour leaders/chaperones or school administration have the right to remove a tour participant anytime prior to the tour if the tour participant does not meet school or group’s eligibility or code of conduct requirements and all cancellation penalties will apply. Authorization is hereby given to the tour leaders/chaperones to act on behalf of any participant who shall require hospital, surgical or medical treatment in any situation deemed an emergency by such chaperone. Tour leaders/chaperones are hereby authorized to give non-prescription pain killing remedies to Participants upon request. in the tour leaders/chaperones opinion, such is deemed reasonably necessary. Any medicines or medications a Participant will be taking on tour, must be submitted to the tour leaders/chaperones prior to commencement of the Tour. The tour leaders/chaperones are to be notified by the Participant of any known allergies to medication. Participant agrees to fully and completely comply with all rules and regulations of various governmental and commercial agencies and that any violation of such rules and regulations, as well as any behavior deemed by the tour leaders/chaperones to be deleterious to the Tour Group, will at the sole discretion of the tour leaders/chaperones, subject the Participant to immediate suspension and/or dismissal from the Tour. No refund will be made in any such event and the Participant, or the parent/guardian of the Participant, will be financially responsible for any costs (including transportation costs) to return the participant and chaperone home. If the Tour Leader permits the use of iPods or MP3 players on the Tour, they shall be used with headphones only, local, possession of any illegal nature shall subject Participant to immediate dismissal from the Group. The Participant is to notify the tour leaders/chaperones of any specific items of food or beverages brought to the Tour to determine whether such items are acceptable. Participant agrees to be responsible for all damages caused by the Participant to the applicable hotel, any hotel room, any motor coach, or any other property. Hemisphere, the School, or the tour leaders/chaperones, shall not be liable for any injury death as a result of swimming (at hotel pool or other water activity on the tour).

4. DEPOSITS AND PAYMENTS

A. The 1st deposit requested by Hemisphere must be received by Hemisphere according to the date indicated on the Payment Schedule.
B. All deposits shall be sent to Hemisphere (unless otherwise instructed in your tour paperwork.)
C. Final $200.00 non-refundable deposit due date is the “Final Deposit Due Date.” The Tour Leader will provide a check with the total fund raising amount and a list of the students’ names indicating how much to credit each. An updated “cash received” report to reflect these credits will be sent to the Tour Leader. It is the Tour Leader’s responsibility to inform all participants and fundraising amounts they have earned. If participant cancels from tour, all fundraising amounts earned by that participant will be returned to the issuer of the fundraising check less any applicable penalties.

D. All Tours must be paid in full by the deadline date listed on the Tour Leader Contract Group Tour Participation Agreement. A payment made after the final payment deadline must be in the form of a credit card, money order, cashier’s check or cash. No personal checks will be accepted after the final payment deadline date.
E. Transfer of money from Participant to Participant in any circumstance is not permitted.
F. Deposit dates indicated on Payment Schedule must be adhered to. NO EXCEPTIONS.
G. If the final deposit is not made by the due date, the participant will be canceled from the Tour and all charges below will apply.
H. NSF checks and Credit Card Chargebacks will be charged $15.00 and replacement must be by Cashier’s Check or Money Order.

5. REFUND POLICY, NON-REFUNDABLE PAYMENTS, CHANGES. Participant agrees to the following refund policy and non-refundable payments.

GROUP CANCELLATION: all cancellations must be submitted to Hemisphere in writing before any refund will be considered. All refund checks will be issued and mailed to the address within thirty (30) days after the scheduled Tour Date. Cancellations received after business hours will be posted on the next business day.

A. If Group Tour cancels due to lack of participation, the group has until 2 weeks after the first scheduled deposit date to cancel without penalty. Lack of participation is defined as a number of paid participants that is less than the lowest ticket price indicated on the Group Tour Participation Agreement.
B. If Group Tour cancels the Tour at least seventy-one (71) days prior to the Tour Date, due to lack of participation or unforeseen circumstances. Hemisphere will refund an amount equal to the deposits received, less any non-refundable deposits and expenses made on behalf of the group, and less a fifty dollar ($50.00) per person administrative service charge, as provided in the Tour Contract governing the Tour.
C. If Group Tour cancels the Tour seventy (70) days to sixty-four (64) days prior to the Tour Date, Group Tour shall be assessed a cancellation charge of 25% of the total non-refundable deposits and expenses made on behalf of the group, as provided pursuant to the Tour Contract governing the Tour.
D. If a Tour Group cancels the Tour forty-five (45) days or less prior to the scheduled Tour Date, the Group Tour shall be responsible for 100% of the tour cost as provided pursuant to the Tour Contract governing the Tour.

Emergency Cancellation by Hemisphere. Hemisphere may cancel a Tour by reason of any event or occurrence which it deems to create a concern for travel safety, or if any major component of the Tour, e.g., transportation, is unable to provide a result at such event. In such event, participants’ sole liability to Participant shall be to refund to Participant such amount as Hemisphere receives as a refund from its vendors applicable to Participant’s participation in the Tour, less such administrative fee as is deemed necessary to cover Hemisphere’s costs to the date of such cancellation in connection with such Tour.

PARTICIPANT CANCELLATION: Cancellations must be submitted to Hemisphere in writing before any refund will be considered. All refund checks will be mailed to the address within thirty (30) days after the scheduled Tour Date. Cancellations received after business hours will be posted on the next business day.

A. If a Participant cancels his/her reservation at least seventy-one (71) days prior to the Tour Date, the Participant shall be entitled to a refund of the deposits made, less a fifty ($50.00) administrative service charge and less any non-refundable deposits and expenses paid on the Participants behalf as provided pursuant to the Tour Contract governing the Tour.
B. If a Participant cancels his/her reservation forty-five (45) days or less prior to the scheduled Tour Date, the Participant shall be responsible for 100% of the Tour cost as provided pursuant to the Tour Contract governing the Tour.
C. If the Participant cancels his or her reservation seventy-one (71) days to sixty-four (64) days prior to the Tour Date, the Participant shall be assessed a cancellation charge of 25% of the tour cost plus any non-refundable deposits and expenses made on the participants behalf as provided pursuant to the Tour Contract governing the Tour.
D. If a Participant cancels his or her reservation forty-five (45) days or less prior to the scheduled Tour Date, the Participant shall be responsible for 100% of the Tour cost as provided pursuant to the Tour Contract governing the Tour.
E. If the Participant cancels his or her reservation forty-five (45) days or less prior to the scheduled Tour Date, the Participant shall be assessed a cancellation charge of 25% of the tour cost plus any non-refundable deposits and expenses made on the participants behalf as provided pursuant to the Tour Contract governing the Tour.
F. If a Participant cancels his or her reservation seventy-one (71) days to sixty-four (64) days prior to the Tour Date, the Participant shall be assessed a cancellation charge of 25% of the tour cost plus any non-refundable deposits and expenses made on the participants behalf as provided pursuant to the Tour Contract governing the Tour.
G. If a Participant cancels his or her reservation forty-five (45) days or less prior to the scheduled Tour Date, the Participant shall be assessed a cancellation charge of 25% of the tour cost plus any non-refundable deposits and expenses made on the participants behalf as provided pursuant to the Tour Contract governing the Tour.
H. All cancellations must be submitted to Hemisphere in writing before any refund will be considered.

Tour Participant Replacement Policy (must be approved by Hemisphere Travel and Travel Leaders): If a tour participant cancels with a same day replacement less than 45 days prior to the scheduled Tour Date, the participant must be entitled to a refund of the deposits made, less a $100 administrative service charge plus applicable airline ticket name change fees and any additional hotel room charges if an extra hotel room is needed due to the replacement. The refund for the canceled tour participant will not be issued until the new tour participant is paid in full. The replacement participant will not be charged a 30% late fee.

6. COSTS- TOUR PRICING IS LOCKED AT FINAL PAYMENT DATE specified on Tour Leader Contract or Group Participation Agreement (with the exception of any fuel surcharges). Any late cancellations or additions will not affect the final established price at the final payment date. Any new tour participants that sign up for the tour after the final payment deadline date will be charged an additional $50.00 per person, plus any additional airfare costs if applicable. The cost of the Tour is based on a certain minimum number of Participants per sightseeing coach, based on the preferred occupancy selected, and is subject to change if less than the stated minimums of Participants agree to participate. In each event, Participant agrees to pay any additional charges as Hemisphere may require. Participant may cancel a Tour at any time by a 30 day notice. In the event the Participant cancels a Tour, the Participant shall be entitled to a refund of the deposit, less any applicable charges as above provided. The costs stated herein are for student Participants only. Costs for adult Participants will be greater and will be quoted on request. For Air tours, once the airline reduction date has passed, a new participant will be responsible for any additional airfare to obtain an additional seat, if available.
Authorized FREE tour leaders/chaperones cannot be divided between more than one participant and cannot be reimbursed for cash or the reduction in other tour participant’s tour costs. The tour leader is considered the First Authorized FREE chaperone. It is the Tour Leader's Responsibility to provide the Chaperone needs indicated on the Tour Leader Contract (Or a minimum of 1 adult for every 15 students).

7. INSURANCE COVERAGE: Hemisphere agrees to provide the following insurance coverage for the duration of the Tour: American Income Life Insurance Company - Illness and Accident Policy, covers all Tour Participants for the duration of the Tour for $5,000.00 for loss of life, $1,000.00 for illness, $500.00 Dental caused by accidents, and $3,500.00 for Medical Expense caused by accidents. Optional Travel Protection is available to Participant for an additional charge. It is important to note that if a medical emergency prevents the student and chaperone to travel back with the group, it will be up to the parents to pay any additional transportation expense for the student and chaperone to return home. By signing this release, I give permission for my child to travel home with the chaperone (without the group). The insurance included as part of the tour package only covers medical expenses and transportation expenses only for an ambulance to the hospital. It does not cover any other form of transportation or lodging expense related to an accident. The Optional Travel Protection offers benefits for accident and sickness medical expense and more.

8. PROMOTIONAL MATERIAL RELEASE: The undersigned hereby irrevocably consents to the unrestricted use by Hemisphere, its successors and assigns, of Participant's name and likeness in any and all photographs or video footage of Participant taken on the tour for all advertising purposes, promotional purposes, or purposes of trade in any and all mediums, and the undersigned waives any right to compensation therefore and any right to inspect or approve such pictures, video footage, advertising, material or promotional material used in connection therewith.

9. Acceptance, release and indemnification: in consideration of Hemisphere's acceptance of the below-named participant for participation in the tour, the undersigned hereby agrees to the foregoing tour terms and conditions and waives and releases on behalf of himself or herself and his or her heirs and successors, and agrees to indemnify, Hemisphere Travel, inc., the tour sponsor and the tour leader participating in the tour, their successors and assigns and their shareholders, directors, officers, employees and agents, as applicable, from and against all manner of action, suit, damage, claims and demands whatsoever, in law, in admiralty or in equity, which said participants may have or may hereafter acquire by reason of death or injury as a participant of said tour, loss or damage to property, or otherwise arising out of or in connection with participation in said tour, including, but not limited to, any and all damages claimed for delays and other causes beyond Hemisphere’s reasonable control. Specifically, but not by way of limitation, neither Hemisphere, the tour sponsor, nor any tour leader shall be liable for any death or injury resulting from any participant who goes swimming at hotel pool or other water activity on the tour while on the tour. In addition, Hemisphere assumes no responsibility and shall not be liable for any videos shown on any tour coach which have not been supplied by Hemisphere. The deposit of the participant’s initial payment by Hemisphere shall constitute acceptance of the above-named participant for participation in the tour.

10. This Agreement shall be governed by the laws of the State of Illinois. The parties agree that any claims or other actions arising out of this Agreement may be litigated in the federal or state courts in Cook County, Illinois, and each party hereby submits to the jurisdiction of such courts. Any claims asserted against Hemisphere shall be litigated exclusively in such courts.

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This form must be approved during your online registration or returned to Hemisphere by Jun 1, 2017
Derby Middle School Washington, DC Tour (ACCOUNT# 18TA11388)

PRINT PARTICIPANT’S First Name ___________________________ Middle Name (Required) ___________________________ Last Name ___________________________
Provide name as it appears on your driver’s license or passport (If minor, provide legal name)

TOUR PARTICIPANT’S DATE OF BIRTH (REQUIRED): / / ____________ TOUR PARTICIPANT’S GENDER: MALE OR FEMALE (CIRCLE ONE)
Address __________________________________________ City ___________________________ State ___________________________ Zip Code ___________________________
Home Phone __________________________________________ Cell / Secondary Phone: ___________________________
Emergency Contact: ______________________________________ Phone #: ___________________________

E-MAIL address (Used for payment reminders & tour updates only) ______________________________________

IF PARTICIPANT IS UNDER 18 YEARS OF AGE – PRINT PARENT OR GUARDIAN NAME: ______________________________________

PARENT/GUARDIAN SIGNATURE or ADULT PARTICIPANT SIGNATURE ______________________________________
By signing above you agree to all terms and conditions of the two page document entitled ‘Tour Terms and Conditions / Release Form-Multi Day Tours’

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EACH PARTICIPANT MUST FILL OUT THIS SECTION AND MAKE 1ST DEPOSIT TO BE REGISTERED

1. SELECT YOUR ROOM PREFERENCE (subject to change based on final room assignments made by your tour leader):
  _ QUAD (4 People Sharing 2 Beds)

2. YOUR FIRST DEPOSIT OF $50.00 IS DUE BY Jun 1, 2017 (payment must be made with this form to be registered)

3. ARE YOU PURCHASING THE OPTIONAL, NON-REFUNDABLE TRAVEL PROTECTION INSURANCE WITH THE "CANCEL FOR ANY REASON" BENEFIT? PLEASE VISIT WWW.HEMISPHERE TRAVEL.COM TO VIEW THE TERMS/BENEFITS OF THE INSURANCE PLAN. THE "CANCEL FOR ANY REASON" BENEFIT IS NOT AVAILABLE FOR NY RESIDENTS. THE INSURANCE PREMIUMS ARE LISTED BELOW AND ARE BASED UPON THE TOUR COST WHICH IS SUBJECT TO CHANGE ONCE THE FINAL TOUR COST IS DETERMINED BY THE FINAL PAYMENT DUE DATE.

45-49 Paid Participants Per Coach: Quad: $31.50
40-44 Paid Participants Per Coach: Quad: $31.50

  _ YES Premium must be purchased with initial deposit.
  _ NO No additional cost

4. ADD NUMBERS 2 & 3 FOR YOUR FIRST PAYMENT AMOUNT: __________________________
   TOTAL OF FIRST DEPOSIT $________________