



Go Student Tours

The Leader in Custom Student Tours

PO Box 1390, Stephens City, VA 22655 *All Correspondence should be*

Toll Free: 800-769-5912

Local: 540-869-1864

Fax: 540-869-1826

Emergency Phone Numbers:

571-331-4719, 571-278-4542

Motorcoach Type: Gunther

Date of Itinerary: February 27, 2015

Final Itinerary for
Langley High School Orchestra
Fairfax County, VA
Prepared for Greg Pennington
Carnegie Hall Concert Performance New York, NY
March 28-30, 2015
2 Nights – 3 Days

Prepared by Lisa Scalzo 800-769-5912 x123 lisa@gostudenttours.com

Visit our *On-Line Student Tour Catalog* at www.gostudenttours.com

Creating Custom Tours for Your Students to Go Travel, Learn, & Play!

Day One, Saturday, March 28, 2015

6:30am	Gunther Tours Motorcoaches (3) arrive in the Main Parking Lot of Langley High School (6520 Georgetown Pike, McLean, VA 22101).
7:00am	Depart.
11:00am	Arrive at Park Central New York (870 7th Ave, New York, NY 10019 - (212) 247-8000). Group to unload luggage and instruments into MCP provided storage area. <ul style="list-style-type: none">• Meet your Full Time Escort, Michael Manning in the hotel lobby.
11:30am	Depart
11:45am	Enjoy lunch on own and free time to shop in Times Square.
12:45pm	Meet Chaperone Group.
1:00pm	Load Coach, Take Roll Call, Depart.
1:30pm	Arrive at the Gershwin Theater (222 West 51 st Street, New York, NY). <ul style="list-style-type: none">• Escort will have Broadway Show tickets.
2:00pm	Enjoy the Broadway Show "Wicked".
4:45pm	Meet Chaperone Group
5:00pm	Load Coach, Take Roll Call, Depart.
5:15pm	Arrive at Guy's American Kitchen (220 W. 44 th Street, New York, NY) for your Cast Party Dinner. Hang out with the stars from your Broadway Show while eating a delicious dinner. During this party, participants socialize, hear backstage anecdotes, take pictures, get autographs and feel the buzz as these artists share the stories of their life. Menu Served Family Style Includes: Guy-talian Nachos, Mini Pulled Pork Sliders, Baked Garden Pasta, French Fries, Roasted Veggies, chef's choice of dessert, Unlimited Sodas.
6:30pm	Meet Chaperone Group
6:45pm	Load Coach, Take Roll Call, Depart.
7:00pm	Go to the Will Call Desk on the main floor of the Rockefeller Center to pick up your tickets for Top of the Rock (212-593-9409 - 30 Rockefeller Plaza, New York, NY 10112 - Confirmation # 62585511465391)
7:25pm	Visit Top of the Rock for an experience in history and scenery that culminates with unparalleled views of New York City from the newly renovated Observation Deck on the 70th floor of 30 Rockefeller Plaza, in the heart of midtown Manhattan at Rockefeller Center. There's a certain peace at 70 stories above the city, and Top of the Rock's Observation Deck was conceived with the express purpose of keeping that peace uninterrupted. Panels of fully transparent safety glass — the only thing between our visitors and the city — are crystal clear for unobstructed, open-air viewing.
8:15pm	Meet Chaperone Group
8:30pm	Load Coach, Take Roll Call, Depart.
8:45pm	Check In to the Park Central New York (870 7th Ave, New York, NY 10019 - (212) 707-4500).

Proposal Presented by: Lisa Scalzo

540-869-1864 ext. 123

- **Drivers will stay at an alternate property.**
- **Please take all of your belongings off the coach tonight as you may not be on the same coach tomorrow.**

11pm-6am **Three (3) professional uniformed security agents on duty. Escort to call emergency contact within 15 minutes if security is not there on time.**
Meals: D

Day Two, Sunday, March 29, 2015

Group 1-Philharmonic Orchestra (41 Participants)

5:00am Wake Up Calls
6:00am Group to meet in the **lobby** of the hotel with chaperone group.
6:15am Load Coach, Take Roll Call and Depart on the motorcoach with **Full Time Escort, Michael Manning.**
6:30am Enjoy **breakfast** at **Mama Sabarro's (212-707-8214 - 1606 Broadway (49th & Broadway)).** One time through the breakfast line which consists of eggs, bacon, sausage, home-fried potatoes, French toast, pancakes, biscuits, yogurt, granola, cereal and fresh fruit cocktail. Beverage consists of an 8oz. orange juice, 16 oz. fountain soda, coffee, milk, tea or hot chocolate. All other items available, such as muffins and croissants, are a la carte.
7:15am Load Coach, Take Roll Call, Depart.
7:30am Arrive back at the hotel.

- **Students to return to their rooms to gather instruments and report to clinic session. Do not bring your instrument cases. Please unpack your instrument in your room.**

7:45am **Report to Clinic Room. Students must unpack their instruments outside the Clinic Room at this time to ensure an on-time start.**
8:00am Enjoy the **Philharmonic Orchestra Clinic Session with Guest Clinician.**
9:00am Clinic Session Ends.

- Return instruments to your room

9:30am Meet Chaperone Group, Load Coach, Take Roll Call and Depart with **Full Time Escort, Michal Manning** for NYC Touring to include:

- **Central Park**
- **Greenwich Village**
- **Other sites as time permits**
- **Enjoy lunch at your own expense**

Group 2-Concert Orchestra (47 Participants)

6:00am Wake Up Calls.
7:00am Group to meet in the **lobby** of the hotel with your chaperone group
7:15am ; Load Coach, Take Roll Call and Depart hotel on your **motorcoach** with **GUIDE, Judy Krause.**
7:30am Enjoy **breakfast** at **Mama Sabarro's (202-707-8214 - 1606 Broadway (49th & Broadway)).** One time through the breakfast line which consists of eggs, bacon, sausage, home-fried potatoes, French toast, pancakes, biscuits, yogurt, granola, cereal and fresh fruit cocktail. Beverage consists of an 8oz. orange juice, 16 oz. fountain soda, coffee, milk, tea or hot chocolate. All other items available, such as muffins and croissants, are a la carte.
8:15am Meet Chaperone Group, Load Coach, Take Roll Call, Depart.
8:30am Arrive back at the hotel.

- **Students to return to their rooms to gather instruments and report to clinic session. Do not bring your instrument cases. Please unpack your instrument in your room.**

9:00am **Report to Clinic Room. Students must unpack their instruments outside the Clinic Room at this time to ensure an on-time start.**
9:15am Enjoy the **Concert Orchestra Clinic Session with Guest Clinician.**

- 10:15am Clinic Session Ends
- Return instruments to your room
- 10:45am Meet Chaperone Group, Load Coach, Take Roll Call and Depart for **NYC Touring** to include:
- **Central Park**
 - **Greenwich Village**
 - **Other sites as time permits**
 - Enjoy **lunch on own expense**

Group 3-Symphonic Orchestra (48 Participants)

- 6:00am Wake Up Calls
- 7:00am Group to meet in the **lobby** of the hotel with your chaperone group.
- 7:15am Load Coach, Take Roll Call and Depart hotel with your **GUIDE, John McFarland**.
- 7:30am Enjoy **breakfast** at **Mama Sabarro's (212-707-8214 - 1606 Broadway (49th & Broadway))**. One time through the breakfast line which consists of eggs, bacon, sausage, home-fried potatoes, French toast, pancakes, biscuits, yogurt, granola, cereal and fresh fruit cocktail. Beverage consists of an 8oz. orange juice, 16 oz. fountain soda, coffee, milk, tea or hot chocolate. All other items available, such as muffins and croissants, are a la carte.
- 8:15am Load Coach, Take Roll Call and Depart for **NYC Touring**.
- **Central Park**
- 9:45am Arrive back at the hotel.
- **Students to return to their rooms to gather instruments and report to clinic session. Do not bring your instrument cases. Please unpack your instrument in your room.**
- 10:15am **Report to Clinic Room. Students must unpack their instruments outside the Clinic Room at this time to ensure an on-time start.**
- 10:30am Enjoy the **Symphonic Orchestra Clinic Session with Guest Clinician**.
- 11:30am Clinic Session Ends
- Return instruments to your room
- 11:45am Meet Chaperone Group, Load Coach, Take Roll Call and Depart with **GUIDE, John McFarland**, for **NYC Touring** to include:
- **Greenwich Village**
 - **Other sites as time permits**
 - Enjoy **lunch on own expense**

All Coaches

- 1:15pm Return back to the hotel.
- Group will switch coaches based on their museum choice
- 1:30pm **Bus 1** departs with **Michael Manning** for **Metropolitan Museum of Art (51 passengers)**
Bus 2 departs with **Judy Krouse** for **Museum of Modern Art (57 Passengers)**
Bus 3 departs with **John McFarland** for **American Museum of Natural History (41 Passengers)**
- 1:50pm **Bus 2** arrives at the **Museum of Modern Art (11 West 53rd Street, New York NY – Confirmation #11974558)**
- 2:00pm **Bus 1** arrives at **Metropolitan Museum of Art (1000 Fifth Ave, New York, NY – Confirmation #413188)**
Bus 3 arrives at the **American Museum of Natural History (79th Street and Central Park West, New York, NY – Confirmation #4254373)**
- 4:15pm Report to the front of the museum **with your chaperones** and board coaches.
- 4:30pm Load Coach, Take Roll Call and depart.
- 5:00pm Enjoy a **family style dinner** tonight at **Tony's Di Napoli (1081 3rd Avenue, New York, NY 10065)**. Menu includes house salad, Rigatoni with Vodka Sauce and Mushrooms, Penne with Broccoli, Garlic and Olive Oil, Chicken Parmigiana, Homemade Italian Dessert Platter, Coffee, Tea, Soda, Juices.

- 6:30pm Load Coach, Take Roll Call and depart.
- 7:00pm Arrive at **South Street Seaport (Pier 16)** and board the **Zephyr**.
- 7:30pm Enjoy a **Statue By Night Cruise on the Zephyr (Confirmation # 2081029 & 2081056)**
- 8:30pm Cruise docks. Load Coach, Take Roll Call and Depart.
- 9:00pm Return to hotel
- 11pm-6am **Three (3) professional uniformed security agents on duty.**
Meals: B, D

Day Three, Monday, March 30, 2015

- 5:45am Wake Up Calls
- 6:45am Group to meet in the **lobby** of the hotel with your chaperone group
- 7:00am Load Coach, Take Roll Call and Depart **IN CONCERT ATTIRE WITH INSTRUMENTS** with **FULL TIME ESCORT, Michael Manning**.
- 7:15am Enjoy **breakfast** at **Mama Sabarro's (1606 Broadway (49th & Broadway))**. One time through the breakfast line which consists of eggs, bacon, sausage, home-fried potatoes, French toast, pancakes, biscuits, yogurt, granola, cereal and fresh fruit cocktail. Beverage consists of an 8oz. orange juice, 16 oz. fountain soda, coffee, milk, tea or hot chocolate. All other items available, such as muffins and croissants, are a la carte.
- 8:15am Load Coach, Take Roll Call and Depart.
- 8:30am Arrive at **Carnegie Hall (881 7th Avenue, New York, NY 10019)**.
 - **Upon arrival, MCP staff members will meet you at the stage door and facilitate all of your movements within the hall. Due to limited space, we request that you and your ensemble do not bring extra items to store backstage beyond instruments and music. Large instruments may be stored backstage, but small instruments must stay with their players throughout the day.**
- 8:45am **Symphonic Orchestra and Concert Orchestra report to the Stage Door.**
- 9:00am **Philharmonic Orchestra report to the Stage Door.**
- 9:30am-9:50am **Langley High School Symphonic Orchestra Performance**
- 10:00am-10:20am **Langley High School Concert Orchestra Performance**
- 11:05am-11:30am **Langley High School Philharmonic Orchestra Performance**
- 11:45am **Walk back with your chaperones to Park Central Hotel. Those with rented string instruments need to return them to the ballroom of the Park Central Hotel.**
 - **Group will change out of their concert attire into travel clothes and load luggage and instruments onto the coach for departure**
 - **Check out of hotel. Parents that are taking their child home will need to report to their chaperone and sign out your student. All others will gather at 12:45pm in the lobby of the hotel and board coaches.**
- 12:45pm Meet your chaperone groups
- 1:00pm Load Coaches, Take Roll Call and Depart.
- 1:30pm Arrive at **BB King's Blues Club (237 West 42nd Street, New York, NY)** for your **Jazz Lunch** in the heart of Times Square! During lunch a one hour performance of a jazz quartet (Piano, Bass, Drums, and Saxophone) will be present for your group's listening pleasure. **Lunch Buffet includes:** house salad, BB King signature Baked Macaroni and Cheese, Grilled Chicken Breast, Southern Style Catfish with tarter sauce, chef's selection of starch and vegetable, cookies, brownies, unlimited non-alcoholic beverages, coffee, tea.
- 3:30pm **Escort Drops.** Depart for home.
 - **Enjoy dinner via \$10 cash stipend enroute home at the Delaware House Service Plaza.**
- 9:30pm **ETA Langley High School. End Services**
Meals: B, L, D



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Post Office Box 1390 Stephens City, VA 22655 540-869-1864 540-869-1826 Fax

[**lisa@gostudenttours.com**](mailto:lisa@gostudenttours.com)

[**www.gostudenttours.com**](http://www.gostudenttours.com)



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Group Travel Agreement

Langley High School	Orchestra	Date	7/7/2014
School/Organization Name	Group Name	Phone	
Greg Pennington,	Greg.Pennington@me.com	Cell	703-639-7499
Trip Coordinator/Contact, Title	email		
Scott McCormick, Orchestra Director	nsmccormick@fcps.edu	703-287-2700	
School Contact/Title	email	phone	Fax
6520 Georgetown Pike McLean, VA 22101			
School Address			
DEPARTURE DATE:	March 28, 2015	RETURN DATE:	March 30, 2015
Destination:	New York City	TOTAL NIGHTS:	2

1. Package Pricing Per Passenger

No.	N/A	No.	N/A	No.	N/A	No.	N/A
Single Occupancy (1 per 1 bed)	Double Occupancy (2 per 1 or 2 beds)	Triple Occupancy (3 per 2 beds)	Quad Occupancy (4 per 2 beds)				
\$2,099.00pp	\$1,589.00pp	\$1,469.00pp	\$1,269.00pp	Minimum 125 paid Every 125 paid +2 Director's Pkg- single occupancy	STUDENT Package Pricing		
\$1,999.00pp	\$1,489.00pp	\$1,369.00pp	\$1,169.00pp	ADULT Package Pricing			

2. **THIS PACKAGE INCLUDES:** Roundtrip motorcoach transportation, Drivers Rooms and gratuity, 2 breakfasts, 1 lunch, 1 dinner, 1 Cast Party Dinner, private hotel security (3 guards), admissions and escort & guide service as stated in the itinerary. Taxes and gratuity is included for escort and guide service. Carnegie Symphonic Series Performance Package – includes 2 night accommodation

Carnegie Symphonic Series Performance Package includes:

- Certificate of participation and MCP lanyard for each performer
- Commemorative plaque and framed replica of concert poster for your ensemble
- Post-concert reception at an illustrious Manhattan location
- Percussion: timpani (4 sizes), concert bass drum, concert snare drum, concert chimes, bells, xylophone, vibraphone, marimba (4.3 or 5 octave), and crash cymbal
- Lodging at a Midtown Manhattan Hotel (Hilton, Park Central, or similar)
- Performance by your ensemble in Carnegie Hall to include recorded comments by our panel of guest clinicians
- Individual clinic with one of our guest clinicians
- One (1) archival recording of your performance for your ensemble
- Concert and venue management: stage crew, house management and ushers, box office, and official concert program
- A discount code to attend the MCP evening feature concert & reception



dba Go Student Tours, LLC

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Please Initial and date here

SW 7/21/14



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3. Payment Schedule:

07/14/2014	\$5,000	Non-refundable deposit
10/1/2014	\$300 due per person/\$ 37,500 Total Due	Non-refundable 1 st payment
11/01/2014	\$400 due per person/\$ 50,000 Total due	Non-refundable 2 nd payment
12/8/2014	\$400 due per person/\$50,000 Total due	Non-refundable 3 rd payment
12/8/2014	FINAL ROOMING LIST DUE	
1/26/2015	FINAL BALANCE DUE	Non-refundable Final Balance Due - (amount to be determined based on final number of travelers.)

4. The Package price is based on the projected number of tour participants, tour package inclusions and tour dates as indicated on the Group Travel Agreement. Tours which operate below the projected number are subject to price adjustments based on fixed costs. Group leaders will be notified on final invoice if a price adjustment will apply.

5. **Applicable Taxes:** Package pricing is inclusive of current tax rate. Any tax increase will result in rate increase charged to the customer.

6. Deposit and Payment Policies:

a. **Deposit:** Deposit is non-refundable, as are additional payments to Manhattan Concert Productions. Remainder of funds can be applied to another trip contracted by group within 12 months of original trip date. After 12 months, funds are forfeited.

b. **Reservations Deposit** Non-refundable payment in the amount of \$75.00 per person is required with a guaranteed count in order to place reservations at Broadway Tickets. Admission tickets cannot be reserved without ticketing fee; once ordered these tickets are non-refundable. Tickets are NOT guaranteed and based solely on availability at time of payment.

c. **Final Rooming List:** Is due by 12/8/2014 Final Invoice will be calculated based on the Final Rooming List. Individual cancellations become non-refundable on this date.

d. **Account Settlement:** Balance per invoice is due by: 1/26/2015
Final payment in full is due 1/26/2015. Tours not paid in full by due date are subject to cancellation. Refunds on any cancellations are at the discretion of GST. There will be absolutely no refunds on cancellations within six (6) weeks of tour.

APPLICABLE NOTES:

If client is required to sign for a GST direct bill, client will be responsible for all charges above the final counts provided.
Payments are due to GST no later than the dates above, in order to allow processing time to meet Manhattan Concert Productions payment schedule.

MINIMUM 125 PAID PASSENGERS. NUMBERS BELOW SUBJECT TO PRICE INCREASE. NO RESERVATIONS HELD WITHOUT DEPOSITS ON OR BEFORE DUE DATES. NOT RESPONSIBLE FOR CANCELLATIONS OF SUBCONTRACTED ENTITIES.

Langley High School	Orchestra	March 28-30, 2015
School Name	Group Name	Tour Dates
Kate Scopetti	540-869-1864 ext. 116	Mars@takeafuntrip.com
Contract Prepared by:	Phone:	Email:
Operations Associate assigned:	540-869-1864 ext.	@takeafuntrip.com
	Phone:	Email:

7. FOR AND IN CONSIDERATION of the mutual promises and benefits to be derived by the parties, they do agree to the following:

1. MCP will provide the services listed above for the Symphonic Series at Carnegie Hall, with the following deviations:

- MCP Package Inclusions are as follows:
 - GROUP may bring three (3) ensembles, with each ensemble to receive one (1) individual clinic with a guest clinician. Furthermore, GROUP will receive two performance slots of twenty-five (25) minutes each as part of the Symphonic Series Recital Performance. This allotted stage time will include walking on and off stage, applause, tuning, transitions between selections, and the actual performance. GROUP understands that these slots may not be consecutive.

2. GROUP may also elect to include Package Options, at an additional per person cost. GROUP understands that the price of Package Options will increase if added after the deposit date listed.

Accepting for the Group:
Please Initial and date here:

SW 7/21/14





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3. The **New York City** residency for participants from GROUP spans **MARCH 29-31**, with a final performance at Carnegie Hall scheduled for **March 30, 2015**.
4. MCP/GST will not be responsible for any injuries which occur or personal items that are stolen during the residency in New York City.
5. GROUP agrees to provide MCP and GST with the following ensemble-specific information:
 - A. Two (2) complete lists of participants by **December 15, 2014** – one in roommate order, and the other in alphabetical order that also indicates the voice divisi (S1, T2, etc) & height (in inches) **OR** instruments of individual participants. Names must match participants government issued ID.
 - B. Full promotional materials, by **February 1, 2015**, to include the following:
 - i. Festival Chorus participants
 - a. the full title of your group (please note: if you include abbreviations in this text, they will appear in all promotional material for your performance)
 - b. website url
 - c. Facebook url
 - d. Twitter url
 - e. YouTube url
 - ii. Debut, National Band & Orchestra Festiva, and New York City Jazz Festival Participants:
 - a. a high resolution image of your group (no smaller than 600DPI) and a high resolution image of your group conductor (no smaller than 600DPI)
 - b. a short group biography of 200 words, maximum
 - c. a short conductor biography of 200 words, maximum
 - d. the full title of your group (please note: if you include abbreviations in this text, they will appear in all promotional material for your performance)
 - e. website url
 - f. Facebook url
 - g. Twitter url
 - h. YouTube url
6. GROUP agrees to arrive in New York City with music thoroughly prepared for performance. If they are not prepared, MCP reserves the right to exclude them from rehearsal and/or performance.
7. GROUP agrees to discipline itself with respect to rehearsal courtesy and conduct in the hotel, restaurants, concert hall, all rehearsal facilities, on board the cruise ship, and on board aircraft and buses. Contrary behavior may result in their exclusion from rehearsals and/or performance.
8. Concert halls **do not allow** personal photography of any kind **at any time**. MCP will provide a professional photographer from whom individual pictures can be ordered.
9. GROUP will be responsible for any damages and items stolen from hotel rooms.
10. GROUP understands the following information in relation to payments, refund policy and change of venue due to "acts of God:"
 - A. Payments must come from ensemble or school in the form of a check made payable to Go Student Tours, LLC.

Accepting for the Group:
Please Initial and date here:

[Signature] 7/24/14



dba Go Student Tours, LLC



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B. Mailing Instructions:

i. Checks should be sent to:

Go Student Tours, LLC
ATTN: ACCOUNTING
PO Box 1390
Stephens City, VA 22655

ii. The use of FedEx or UPS is recommended due to their timeliness and tracking capabilities. If using either of these methods, send to:

Go Student Tours, LLC
ATTN: ACCOUNTING
5407 Germaine Street
Stephens City, VA 22655

C. Refunds

i. Per MCP agreement, payments and balances **ARE NOT TRANSFERABLE** to another participant.

ii. If your concert becomes cancelled by MCP, all monies **related to the concert** will be completely and immediately refunded

D. If your arranged venue becomes unavailable due to "acts of God," MCP reserves the right to move your concert to another venue.

E. Participants with unpaid balances will not be allowed to check into the hotel or receive any refunds.

F. **When a payment is late**, and no prior arrangements have been made, a fee totaling 5% of that particular amount due will be assessed and added to the final balance due. If a late payment is anticipated and unavoidable, GST and MCP must receive your request in writing.

11. Individual participants from Group are limited to one suitcase and one carry-on piece of luggage.

12. GROUP will be responsible for designating a luggage crew to load and unload buses. MCP, GST staff, tour escorts and bus drivers are not responsible for baggage handling.

13. GROUP agrees to indemnify and hold Manhattan Concert Productions and Go Student Tours, LLC harmless from any claim or liability arising from their participation in the Symphonic Series.

14. This contract may be amended by mutual consent and signature of both parties.

8. Disclaimers:

Unless otherwise stated in this contract prices are Net, Non-Commissionable and Cash Basis. Rates may be adjusted based on fuel surcharges, tax change(s), and/or currency exchange rate changes(s).

GST reserves the right to make reasonable substitutions for any suppliers including but not limited to restaurants, hotels, and attractions. GST acts only as an agent for the various independent suppliers that provide hotel accommodations, transportation, sightseeing, activities, or other services connected with this tour. Such services are subject to the terms and conditions of those suppliers. GST and their respective employees, agents, representatives, and assigns

accept no liability whatsoever for any injury, damage, loss, accident, delay, or any other incident which may be caused by the negligence, defect, default of any company or person in performing these services. Responsibility is not accepted for losses, injury, damages, or expenses of any kind due to sickness, weather, strikes, hostilities, wars, terrorist's acts, acts of nature, local laws or other such causes. All services and accommodations are subject to the laws and regulations of the country in which they are provided. GST is not responsible for any baggage or personal effects of any individual participating in the tours / trips arranged by GST. Individual travelers are responsible for purchasing a travel insurance policy, if desired, that will cover some of

Accepting for the Group:
Please Initial and date here:

SW 7/21/14



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the expenses associated with the loss of luggage or personal effects. All fines or fees imposed upon GST due to the behavior and/or actions of participants within the group including but not limited to smoking in non-smoking room(s) and/or hotel, noise/disturbance fees, and property damages will be the sole and full responsibility of the contracting client/customer.

If a guide and/or tour escort is assigned to your tour bus a vacant seat must be available. GST reserves the right to withdraw service without refund if a seat is not provided. Clients who have arranged for or are arriving on a tour bus or other transportation not arranged by GST are responsible for all required permit fees, parking fees, and/or other fees associated with your motorcoach while on tour.

Any cash stipends included in tours are at the sole risk of the client and any cash stipends that are not delivered, lost, stolen or in any way misplaced or missing will not be the responsibility of GST and will not be reimbursed. GST assumes no risk in the shipping or handling in any way of cash stipends. GST discourages utilizing cash stipends on any and all tours.

GST is not responsible for any cancellation of any hotel, restaurant, and/or attraction or other services in connection with this tour due to any late or non-payment by client or those cancellations made by the hotel, restaurant and or attraction or other services which are outside the control of GST.

Special Needs: The client acknowledges that it is exclusively responsible to identify and resolve the special medical equipment requirements of any individual tour participant and recognizes that the tour may involve activities that are beyond the physical capabilities of some persons. GST disclaims any obligation to provide individual assistance with walking, dining, or attending other personal matters. To the extent that any individual tour participant is disabled, the client acknowledges that it is exclusively liable to provide assistance to attend such needs as dressing, eating, moving about or participating in safety exercises and is exclusively responsible to insure that all activities of the tour fully comply with the American With Disabilities Act.

GST is registered with the State of Florida as a Seller of Travel, Registration No. ST39040

8. Accepting for the Group:

Sonya Williams
PRINT NAME

Sonya Williams
SIGNATURE

Date

7/21/14

9. Accepting for GST:

Kenneth Seaton
PRINT NAME

Kenneth Seaton
SIGNATURE

Date

7/29/14

Please RETURN THE ORIGINAL two pages signed to Go Student Tours

No reservations will be placed until a signed contract has been received. The signed contract is due back to GST no later than 07/14/2014.



dba Go Student Tours, LLC

Accepting for the Group:
Please Initial and date here

SW 7/21/14

LANGLEY HIGH SCHOOL ORCHESTRA

Traveler Names

First Name	Last Name	Trip Cost
[REDACTED]	[REDACTED]	\$ 1,999.00
[REDACTED]	[REDACTED]	\$ 1,269.00
[REDACTED]	[REDACTED]	\$ 1,269.00
[REDACTED]	[REDACTED]	\$ 1,489.00
[REDACTED]	[REDACTED]	\$ 1,269.00
[REDACTED]	[REDACTED]	\$ 1,269.00
[REDACTED]	[REDACTED]	\$ 1,269.00
[REDACTED]	[REDACTED]	\$ 1,269.00
[REDACTED]	[REDACTED]	\$ 1,269.00
[REDACTED]	[REDACTED]	\$ 1,269.00
[REDACTED]	[REDACTED]	\$ 1,269.00
[REDACTED]	[REDACTED]	\$ 1,269.00
[REDACTED]	[REDACTED]	\$ 1,269.00
[REDACTED]	[REDACTED]	\$ 1,269.00
[REDACTED]	[REDACTED]	\$ 1,269.00
[REDACTED]	[REDACTED]	\$ 1,269.00
[REDACTED]	[REDACTED]	\$ 1,269.00
[REDACTED]	[REDACTED]	\$ 1,269.00
[REDACTED]	[REDACTED]	\$ 1,269.00
[REDACTED]	[REDACTED]	\$ 1,269.00
[REDACTED]	[REDACTED]	\$ 1,269.00
[REDACTED]	[REDACTED]	\$ 1,269.00
[REDACTED]	[REDACTED]	\$ 1,489.00
[REDACTED]	[REDACTED]	\$ 1,269.00
[REDACTED]	[REDACTED]	\$ 1,269.00
[REDACTED]	[REDACTED]	\$ 1,269.00
[REDACTED]	[REDACTED]	\$ 1,269.00
[REDACTED]	[REDACTED]	\$ 1,269.00
[REDACTED]	[REDACTED]	\$ 1,489.00
[REDACTED]	[REDACTED]	\$ 1,269.00
[REDACTED]	[REDACTED]	\$ 1,269.00
[REDACTED]	[REDACTED]	\$ 1,269.00
[REDACTED]	[REDACTED]	\$ 1,269.00
[REDACTED]	[REDACTED]	\$ 1,269.00
[REDACTED]	[REDACTED]	\$ 1,269.00
[REDACTED]	[REDACTED]	\$ 1,489.00
[REDACTED]	[REDACTED]	\$ 1,269.00
[REDACTED]	[REDACTED]	\$ 1,269.00
[REDACTED]	[REDACTED]	\$ 1,269.00
[REDACTED]	[REDACTED]	\$ 1,269.00

			\$	1,269.00
			\$	1,269.00
			\$	1,269.00
			\$	1,269.00
			\$	1,269.00
			\$	1,269.00
Travelers	149	\$	192,451.00	
Students:	136			
Chaperones:	13			



REQUEST FOR APPROVAL OF UNUSUAL FIELD TRIP

cc: Greg Dennington

Circumstances that make a field trip unusual:		
<input type="checkbox"/> Involves student safety or Fairfax County Public Schools (FCPS) liability		<input checked="" type="checkbox"/> Involves Overnight Trip
<input type="checkbox"/> Includes a water-related activity (e.g., amusement park, motel swimming pool)		<input type="checkbox"/> Involves International Travel
TRIP INFORMATION		
School	Langley High School	Grade or Activity
Destination	New York, NY	Orchestra Field Trip
Number of Students	125	Number of FCPS Staff Members
		3
Number of Additional Chaperons	10	
Date, Time, and Place of Departure	3/28/15 Langley High School	
Date, Time, and Place of Return	3/31/15 Langley High School	
Purpose	Concert and clinic instruction, Carnegie Hall	POS Correlation or Academic Focus
		Orchestra
Repeated Trips	Stock EPINEPRINE (Check one)	
	<input type="checkbox"/> Will <input checked="" type="checkbox"/> Will not be available on this trip	
A DETAILED ITINERARY MUST BE ATTACHED TO THIS REQUEST		
Transportation	<input type="checkbox"/> Metro Bus or Rail <input type="checkbox"/> School Bus <input type="checkbox"/> Private Vehicle <input checked="" type="checkbox"/> Commercial Carrier (see Notice 5790 for approved carriers)	
	<input type="checkbox"/> Walking <input type="checkbox"/> Other <input type="checkbox"/> Airline <u>Go Student Tours</u>	
	<input type="checkbox"/> Leased Vehicle <input type="checkbox"/> County Vehicle Commercial Carrier Name	
Please fill out section below if Private, County, or Leased Vehicle is selected		
Driver	<input type="checkbox"/> Student <input type="checkbox"/> Parent <input type="checkbox"/> Staff <input type="checkbox"/> Chaperone <input type="checkbox"/> Other	
Vehicle Type	<input type="checkbox"/> Car <input type="checkbox"/> SUV <input type="checkbox"/> Mini Van <input type="checkbox"/> Other Van (seats 10 passengers or less)	
Number of Buses Needed	3	Does This Require Facilities for Special Needs?
		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Direct Supervision Will Be Provided by Adults. Please List Any Exceptions		
None		
Cost per Participant	1,269.00	Source of Funding
		Student Paid
Substitute(s) for Classes Needed	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Name of Person to Contact for Emergencies	[REDACTED]	Phone Number
	[REDACTED]	[REDACTED]
FOR OVERNIGHT TRIPS ONLY		
Name of Staff Member(s) Responsible for Trip	Scott McCormick	Daytime Phone Number
		[REDACTED]
Names of Other Staff Members and Chaperons	TBD	
REQUESTER		
Teacher (Print Name)	Scott McCormick	Date
APPROVALS		
Approval by Principal	<u>Smaya H. Williams</u>	Date
		7/17/2014
Approval by Cluster Assistant Superintendent (International Trips only)		Date
Reviewed by Risk Management	<u>[Signature]</u>	Date
		3/13/15
Approval by Deputy Superintendent (International Trips only)		Date
Comments		

RECEIVED
FEB 18 2015
BY: _____

LANGLEY HIGH SCHOOL ORCHESTRA**CARNEGIE TRIP Summary**

Trip Costs	Base	Extended
1 Single (Amico)	\$ 1,999.00	\$ 1,999.00
12 Doubles (chaperones/teachers)	\$ 1,489.00	\$ 17,868.00
136 Student Quads	\$ 1,269.00	\$ 172,584.00
Comps*		\$ (3,998.00)
Upcharge for Wicked Tickets		\$ 4,470.00
Total Cost		<u>\$ 192,923.00</u>

Deposit Checks

Number	Amount	
	\$ 5,000.00	
	\$ 28,975.00	
	\$ 10,800.00	
	\$ 46,800.00	
	\$ 54,725.00	
	\$ 12,450.00	
	\$ 28,499.00	
Total LOS Checks	\$ 187,249.00	
Deposit checks paid directly to travel vendor by LHS and by travelers**	\$5,674.00	
	\$ 5,674.00	
Total Payments		<u>\$ 192,923.00</u>

NOTES:

*Go Student Tours provided complementary trips at the single rate for two teachers (McCormick and Leoung)

** LHS paid check for Mr Amico directly to Go Student Tours, some travelers made deposit checks payable directly to Go Student Tours rather than LOS. Those were submitted to the vendor with the Langley Orchestra Society deposits.

LANGLEY ORCHESTRA SOCIETY, INC.
P.O. BOX 147
MOLEAN, VA 22101-0147

PAY TO THE ORDER OF Go Student Tours, LLC \$6,000.00
Six thousand and no/100 DOLLARS @

UNITED BANK
1320 OLD CHAIN BRIDGE ROAD
MOLEAN, VA 22101

FOR Carmine Hill Poliquin 6542

7/24/2014 \$5,000.00

LANGLEY ORCHESTRA SOCIETY, INC.
P.O. BOX 147
MOLEAN, VA 22101-0147

PAY TO THE ORDER OF Go Student Tours \$10,800.00
Ten thousand eight hundred and no/100 DOLLARS @

UNITED BANK
1320 OLD CHAIN BRIDGE ROAD
MOLEAN, VA 22101

FOR Mr. Dr. Dr. Carmine Poliquin 6555

11/12/2014 \$10,800.00

LANGLEY ORCHESTRA SOCIETY, INC.
P.O. BOX 147
MOLEAN, VA 22101-0147

PAY TO THE ORDER OF Go Student Tours, LLC \$28,975.00
Twenty eight thousand nine hundred and seventy five and no/100 DOLLARS @

UNITED BANK
1320 OLD CHAIN BRIDGE ROAD
MOLEAN, VA 22101

FOR Carmine Hill Poliquin 6556

10/6/2014 \$28,975.00

LANGLEY ORCHESTRA SOCIETY, INC.
P.O. BOX 147
MOLEAN, VA 22101-0147

PAY TO THE ORDER OF Go Student Tours \$46,800.00
Forty six thousand eight hundred and no/100 DOLLARS @

UNITED BANK
1320 OLD CHAIN BRIDGE ROAD
MOLEAN, VA 22101

FOR Mr. Dr. Dr. Carmine Poliquin 6553

11/21/2014 \$46,800.00

LANGLEY ORCHESTRA SOCIETY, INC.
P.O. BOX 147
MOLEAN, VA 22101-0147

PAY TO THE ORDER OF Go Student Tours \$54,725.00
Fifty four thousand seven hundred and twenty five and no/100 DOLLARS @

UNITED BANK
1320 OLD CHAIN BRIDGE ROAD
MOLEAN, VA 22101

FOR Carmine Hill Poliquin 6577

12/16/2014 \$54,725.00

LANGLEY ORCHESTRA SOCIETY, INC.
P.O. BOX 147
MOLEAN, VA 22101-0147

PAY TO THE ORDER OF Go Student Tours \$12,450.00
Twelve thousand four hundred and fifty and no/100 DOLLARS @

UNITED BANK
1320 OLD CHAIN BRIDGE ROAD
MOLEAN, VA 22101

FOR Carmine Hill Poliquin 6582

1/22/2015 \$12,450.00

LANGLEY ORCHESTRA SOCIETY, INC.
P.D. 50K 147
M/F 238-36-2201-3107

2/27/15

PAY TO THE ORDER OF Griffiths Inc \$ 28,499.00
Twenty eight thousand four hundred and 99/100 DOLLARS

UNITED BANK
1320 OLD CHAIN BRIDGE ROAD
MCLEAN, VA 22101

352606
FOR _____

3/10/2015 \$28,499.00