

FIELD TRIP REQUEST FORMName of School: Gray Middle SchoolDate of Field Trip: 3/15-18/2023Days of School Missed: 3Location of Field Trip: Washington DCGrade Level and Number of Students Attending: 275Number of Chaperones Attending: 30What form of transportation will be used?\* Be Specific. Charter Bus

Have field trip rules been explained to the students and chaperones?

YES ☒ NO ☐

Are there students being denied the right to attend due to finances?

YES ☐ NO ☒

Does this trip comply with Title IX equity issues?

YES ☒ NO ☐

Brief Description (Be specific regarding educational purpose):

Students will attend an optional field trip to Washington DC where they will have numerous educational enrichments tied to their 8th grade curriculum

Please check the appropriate box:

☐

To be used for 1 (one) day trips using school bus or private automobile.\*

**NEEDS PRINCIPAL APPROVAL ONLY. PLEASE SEND ALL FORMS TO DISTRICT OFFICE.**☐

To be used for overnight trips, trips of more than one instructional day and Co-curricular/ Extracurricular trips.

**TO BE APPROVED BY THE ASSISTANT SUPERINTENDENT.**☒

To be used for trips taken by common carrier.

**TO BE APPROVED BY THE BOARD OF EDUCATION.**

**NOTE: FOR BOARD APPROVAL, THIS REQUEST SHOULD BE SUBMITTED TO THE SUPERINTENDENT'S OFFICE BY NOON AT LEAST (11) WORKING DAYS PRIOR TO THE NEXT BOARD MEETING.**

Sponsor Signature: Justin SmithPrincipal Signature: David NinkDate Approved: 8-23-22

DISTRICT OFFICE USE ONLY

Approved by: \_\_\_\_\_

Date: \_\_\_\_\_

\* Drivers of private automobiles need to complete the Auto Insurance Affidavit Form.



# WorldStrides

Educational Travel & Experiences

## Educator Confirmation

**Confirmation Date:** August 23, 2022

**Group**  
**Program Leader:** Jobeth Shafer  
**PL ID#:** 200280251  
**School:** Gray Middle School  
Union, KY 41091 United States

**Program**  
**Trip#:** 203527  
**Program:** 3 Site Seeing Days and 3 Hotel Nights  
**Destination(s):** Washington D.C.  
**Departing:** Wednesday, March 15, 2023 AM  
**Returning:** Saturday, March 18, 2023 PM  
**Transportation:** Motorcoach

**Terms**  
**Deposit Amount:** \$99 (\$99 of which is non-refundable)  
**Price:** \$849 per student quad occupancy, based on 45 full-paying participants.  
(Price includes the \$99 deposit noted above)  
**Additional Charges for Adults.** Adults (including Program Leaders, chaperones, and discount participants) are automatically registered two to a room unless stated otherwise on the registration letter. WorldStrides charges an adult room supplement if adults cannot be accommodated in a double room because of group configuration, lack of additional adults to room with, and/or hotel availability. Please make sure your full-paying adults are aware of the prices below.

<b>Full Paying Adults:</b>	\$ 849	Quad Room
	\$ 934	Triple Room
	\$ 976	Double Room
	\$1,104	Single Room

**Includes:** Educational activities, round-trip transportation, accommodations, deluxe motor coach, all meals and admissions

*The above inclusions are subject to changes WorldStrides deems advisable for the well-being of the group or changes in circumstances.*

**Full Refund Program\*:** \$125; offered to all registrants; provides a refund of all monies paid if it becomes necessary to cancel at any time prior to departure for any reason, subject to certain exclusions.

\*Please note: The handling charges, merchandise fees, fees for returned checks, fees for declined credit cards or electronic drafts, or late payments and registration fees are not refundable.

**Standard Cancellation Policy:** For individuals/groups not enrolled in the Full Refund Program, WorldStrides will retain a percentage of the base tour price. The amount retained is based on the post-mark date of the cancellation letter and the number of days to trip departure:

Over 74 days	25% (\$120 min. charge if base trip price is greater than or equal to \$400)
45-74 days	50%
44 or less	100%

**Late Registrations:** 10% of base tour price registrations received after December 30, 2022.

**Late Payment:** \$60 late payment fee if not paid in full by the final payment deadline.

**Returned Check Fee:** \$35 fee for each returned check, declined credit card, or e-check.

**Handling Fee:** \$6 for each installment.

**Late Installment Payment Fee:** There will be a \$15 late payment fee for any late installment payment

**Changes in Travel Dates:** All monies minus fees will be refunded if WorldStrides changes scheduled program by 3 days or more

**Free Chaperone:** One for each 10 full-paying participants.

### Schedule

**Registration Due:** May 27, 2022

**Payments:** Monthly installments based on registration date or pay-in-full option. Registrants can sign up for EZPay to have regular payments automatically deducted from their checking account established through a US banking institution. There are no handling fees charged for trip installments when paying through the EZPay option. For single payments or final installments, we offer payment via Electronic Check (e-check) after registering.

**Final Payment Deadline:** December 30, 2022

### Staff

<b>Account Manager:</b>	Alyssa Hudgins
<b>Financial Services Representative</b>	Angelina Vera
<b>Account Support Representative</b>	Keisha Thomas

**In the event of any discrepancy between this Educator Confirmation and the Registration Letter and Brochure, the Registration Letter and Brochure shall control. Please review this carefully and contact us if you have any questions.**

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