

**Buffalo-Hanover-Montrose Public Schools**  
**Optional Field Trip/Overnight or Out-of-State Trip Form**

School Buff. High School Group Making Request Arts Magnet  
Principal Mark Mischke Person in Charge Sheri Tamte

1. Destination: Chicago
2. Dates of Trip: March 13-15 Number of School Days Missed: 1
3. Number of Students: Male 12 Female 18 (30 students)
4. Grade Levels Included: 9-12
5. Supervision requirements: one adult for every 12 students. Same gender chaperone must be included for each gender participating.
  - a. Staff Accompanying: Sheri Tamte, a male arts magnet staff
  - b. Other Adults Accompanying: I have had several parents indicate interest, we are just starting to register applications.
7. Describe the purpose and objectives of the trip:  
See the art and architecture in Chicago.
8. Cost Factors:
  - a. Trip funded by:
    1. School Account ☐
    2. Individual student ☒
  - b. Cost per person \$518
  - c. What provision has been made for students with financial difficulties? Fund raising activities conducted? \$200 scholarships available from travel company.

★ Non-school funded  
★ "Band Trip" - Parent Driven.

d. What efforts have been made to acquire the most cost effective price?

Surveyed 2 companies I have also  
done this independently for 3 years &  
this is a great cost?

1. Faculty members may not receive any salary remuneration relating to field trips from outside agencies or arrange trips for financial gain. Is a portion of the funds provided by students paying for or reducing chaperone costs? YES NO

2. Insurance Issues

a. Will students need additional medical insurance coverage? YES NO

b. Is group tour insurance being purchase? If so, what is the coverage and cost?

part of the

9. Transportation Information: How will students be transported?

a. Bus ✓ Name of Company Through Travel Adventures

b. Plane \_\_\_\_\_ Name of Airline \_\_\_\_\_

c. School District van/s \_\_\_\_\_

d. Private vehicle driven by responsible adult \_\_\_\_\_

e. Other \_\_\_\_\_

f. School District not responsible for transportation \_\_\_\_\_

10. Communication - Please attach a copy of the trip itinerary. Include parental and student input in the planning process and all parent meetings conducted to ensure full disclosure of the trip and associated topics to include but not limited to: purpose of the trip, cost (to include spending money), fund raising, adult chaperones, emergency telephone numbers, medical insurance needs, procedure for sending a student home in case of an emergency (medical, disciplinary, etc.) and itinerary.

Person in Charge Signature

Sherrin Jante

Date

12/11/08

Principal Signature

[Signature]

Date

12/18/08

Superintendent Signature

Date



## Travel Adventures, Inc. Tour Agreement

Buffalo High School Art has entered into an agreement with Travel Adventures, Inc. to make travel arrangements to Chicago on March 12, 2009 thru March 15, 2009. Travel Adventures has agreed to provide for Buffalo High School Art the trip inclusions outlined on the Customized Trip Summary enclosed.

Buffalo High School Art has agreed to a tour based on 40 projected paying participants (budget counts).

- The cost of student participants staying four to a hotel room (quad occupancy) is \$518.00 each.
- The cost of adult participants staying two to a hotel room (double occupancy) is \$598.00 each.
- The trip includes 1 free trip for the trip sponsor.

For each participant below 40 projected paying participants you also agree to pay \$273.00, plus the cost of any nonrefundable vendor payments such as airline or theatre tickets, to cover any fixed group costs incurred by Travel Adventures for the benefit of your group. Fixed group costs include motorcoaches, step-on guides, security guards, prepaid non-refundable costs (i.e. tickets) and the expenses of non-paying participants.

Buffalo High School Art agrees to make the following installment payments:

	Quad Occupancy For Students and Adults	Double Occupancy For Students and Adults	Date Due (in to Travel Adventures Office)
First Installment	259.00	\$259.00	01/09/2009
Second Installment	259.00	339.00	02/12/2009
Total Trip Cost	518.00	\$598.00	

Buffalo High School Art has contracted with Travel Adventures, Inc. to administer all participant billing and payment collection through its Participant Invoicing program.

Changes in trip dates, inclusions, or number of participants before or after booking may affect trip pricing. Travel Adventures may arrange similar activities and attractions at their discretion due to availability and vendor restriction. Some activities cannot be booked until the participants' first payments are received.

The undersigned has read and understands this agreement and accepts the attached Participant Invoicing Group Terms and Conditions. By signing this Tour Agreement the undersigned, on behalf of Buffalo High School Art, agrees to contract for the above stated trip with Travel Adventures, Inc. and confirms that the trip information stated herein is correct, acknowledging any necessary or requested changes from the Customized Trip Summary attached hereto. Payment of invoices pursuant to this Tour Agreement signifies acceptance of its terms and the Participant Invoicing Group Terms and Conditions attached hereto.

*Sheri Sauts* Date: 12/8/08

Buffalo High School Art Representative

*[Signature]*

Date: 12/08/2008

John Krish, General Manager

**Please FAX or mail this agreement along with the updated Customer Contact Information.**



1175 S. Lapeer Road \* Lapeer, MI 48446-3081  
Telephone: (810) 664-1777 \* Fax: (810) 664-1913  
Website: [www.traveladventures.com](http://www.traveladventures.com)

JEB SAM  
27534-3



## Customer Contact Information

Please take a moment to review and revise the contact information below by crossing out any incorrect information and writing the correction next to it.

Up-to-date contact information will ensure that you receive timely communications from Travel Adventures regarding your trip.

Your information will never be leased, sold or distributed in any way.

### Buffalo High School Art

Trip Sponsor: Sheri Tamte

#### School Information

Mailing Address: 877 Bison Blvd

Buffalo, MN 55313

Main School Phone: (763) 682-8100

School FAX: (763) 682-8118

Administrator: ~~Nick Miller~~ Mark Mischke

Secretary:

Room Phone/Ext.: (763) 682-8011

Best Time to Call:

School Colors: Purple & White

Student Enrollment: 1,600

Work Email: stamte@buffalo.k12.mn.us

#### Sponsor/Home Information

Home Address: 140 Pond View  
Loretto, mn 55357

Home Phone:

Home FAX:

Cell Phone: 612.616.9728

Home Email:

May we call you at home regarding trip details? ☒ Yes ☐ No

Should we use your home address instead of the school address when sending trip related mail? ☐ Yes ☒ No

Directions to pick-up Site (From nearby expressway or major intersection)

Please FAX or mail this information along with a copy of the signed Tour Agreement.



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03/12 11:00PM CT TRIP CHECK-IN  
03/12 11:30PM TRIP DEPARTURE

## Travel Adventures Presents: Chicago Buffalo High School Art

Page 1 of 1

### DAY ONE

Friday, Mar 13, 2009

**BREAKFAST-ROCK & ROLL MCDONALDS**  
(Allowance Provided)

MUSEUM OF CONTEMPORARY ART

**LUNCH**  
(On Your Own)

JOHN HANCOCK OBSERVATORY

MUSEUM OF HOLOGRAPHY

**DINNER-GINO'S EAST**  
(Included)

"BLUE MAN GROUP"  
(pending availability)

HOTEL CHECK-IN

ALL STUDENTS IN ROOMS

### DAY TWO

Saturday, Mar 14, 2009

**BREAKFAST**  
(Included)

FIELD MUSEUM OF NATURAL HISTORY  
(self-guided)

**LUNCH**  
(On Your Own)

SHEDD AQUARIUM  
(Aquarium Only)  
ART INSTITUTE OF CHICAGO

**DINNER-BUBBA GUMP SHRIMP CO.**  
(Included)

EXPLORE NAVY PIER

ALL STUDENTS IN ROOMS

### DAY THREE

Sunday, Mar 15, 2009

**BREAKFAST AT HOTEL**  
(Included)

HOTEL CHECK-OUT

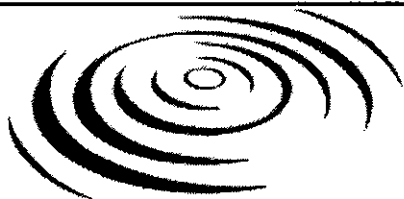
ART & ARCHITECTURE TOUR

**LUNCH**  
(On Your Own)

VISIT MAGNIFICENT MILE

**DINNER ENROUTE**  
(On Your Own)

11:00 TRIP RETURNS  
CT



# TRAVEL ADVENTURES

Expanding Young Minds. Exploring New Worlds.

**Travel Adventures Presents**  
**Chicago**  
**Buffalo High School Art**

**March 12-15, 2009**

03/12 11:00PM CT TRIP CHECK-IN  
03/12 11:30PM TRIP DEPARTURE

**DAY ONE**

Friday, Mar 13, 2009

**BREAKFAST-ROCK & ROLL MCDONALDS** (Allowance provided)

**MUSEUM OF CONTEMPORARY ART**

One of the nation's largest facilities devoted to the art of our time, the Museum of Contemporary Art (MCA) offers exhibitions of the most thought-provoking art created since 1945. The MCA documents contemporary visual culture through painting, sculpture, photography, video and film, and performance. Located near the historic Water Tower in the heart of downtown Chicago, the MCA has a gift store, bookstore, restaurant, 300-seat theater, and a terraced sculpture garden with a great view of Lake Michigan.

**LUNCH** (On Your Own)

**JOHN HANCOCK OBSERVATORY**

The John Hancock Center is a 100-story complex which stands 1,127 feet high and contains offices, apartments, shops, and parking facilities. The X-frames on the tower are the building's distinguishing features. The 94th floor observatory is over 1000 feet above Chicago and features an outdoor "skywalk."

**MUSEUM OF HOLOGRAPHY**

**DINNER-GINO'S EAST** (Included)

**"BLUE MAN GROUP"** (pending availability)

This unique theater experience features three actors who are also musicians/philosophers/comedians that are bald and covered in blue paint. They never speak but say more than the words in a thousand books. You'll laugh and wish you could see it again and again.

**HOTEL CHECK-IN**

**ALL STUDENTS IN ROOMS**



## Travel Adventures Presents Chicago Buffalo High School Art

### DAY TWO

Saturday, Mar 14, 2009

#### BREAKFAST

(Included)

#### FIELD MUSEUM OF NATURAL HISTORY

(self-guided)

The Field Museum has extraordinary exhibits on wildlife, Native American cultures, Africa, the Pacific Coastline, gemstones, and dinosaurs, including "Sue," the largest T-Rex skeleton ever found. Students can also enter a reconstruction of an Egyptian pyramid, complete with real mummies and artifacts. The museum requires 1 adult chaperone per 10 students to accompany the student group.

#### LUNCH

(On Your Own)

#### SHEDD AQUARIUM

(Aquarium Only)

The world's largest indoor aquarium, The Shedd Aquarium houses some 8,000 aquatic animals representing 650 species of fish, reptiles, amphibians, invertebrates, birds and mammals from environments around the world. Meet these animals up close in exhibits emulating Caribbean coral reefs, the Amazon, Seahorse Symphony and Pacific rocky coasts.

#### ART INSTITUTE OF CHICAGO

The Art Institute houses famous paintings ranging from the 13th century to the present. Its 19th & 20th century French collection is among the best in the world. Also on display are prints and drawings, decorative arts, oriental art objects, photographs, primitive art, textiles, sculptures, collections of arms and armor, and the famous Thorne Collection of miniature rooms.

#### DINNER-BUBBA GUMP SHRIMP CO.

(Included)

#### EXPLORE NAVY PIER

This large complex was redeveloped before reopening as a shopping and entertainment center in 1995. Walk the boardwalk, watch the IMAX movie in 3D Chromovision, ride the gigantic ferris wheel, or just enjoy the food court and shopping. The Chicago Shakespeare Theater and the Smith Museum of Stained Glass (free) are also located at Navy Pier. This is Chicago's #1 visitor attraction! There is a large food court as well as many full-service restaurants.

#### ALL STUDENTS IN ROOMS

### DAY THREE

Sunday, Mar 15, 2009

#### BREAKFAST AT HOTEL

(Included)

#### HOTEL CHECK-OUT

#### ART & ARCHITECTURE TOUR

#### LUNCH

(On Your Own)

27534-3b

12/03/08 Josh

*Itinerary is subject to change*

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**Travel Adventures Presents Chicago  
Buffalo High School Art**

**DAY THREE**

Sunday, Mar 15, 2009

**VISIT MAGNIFICENT MILE**

On the Magnificent Mile, explore big name stores such as Tiffany's, Bloomingdale's, Sak's Fifth Avenue, Macy's, Sony, Virgin, and Niketown.

**DINNER ENROUTE**

(On Your Own)

11:00 TRIP RETURNS  
CT

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## Travel Adventures Presents Chicago Buffalo High School Art

### OTHER INCLUDED SERVICES

#### PARTICIPANT INVOICING

Our exclusive program provides direct billing and payment services to each participant's home. We do all of the accounting work for you, including crediting fundraiser monies to individual accounts. This hassle-free service saves you time and avoids payments being sent to school. In addition, we accept credit card payments.

#### "PRICE GUARD" PROTECTION

When you book a trip with Travel Adventures, your group is automatically enrolled in "Price Guard Pricing Protection," which locks-in your price\* and guarantees that you know exactly what you'll be paying for student travel even if the trip is months away.

\* Changes in trip dates, inclusions, and/or number of participants may affect trip pricing.

#### 24 HOUR EMERGENCY SERVICE

A toll-free telephone number and 24 hour Emergency Service are always available should a participant become separated from the group, or if someone in the group needs to be contacted due to an emergency.

#### CUSTOMER TRUST ACCOUNT

Your money is safe with us! Travel Adventures was the first, and still one of the only student tour companies in the country, that guarantees 100% of all your funds paid to us by depositing them in a Customer Trust Account. Your money is held in the account until it is drawn to pay an expense for your trip or earned by the company, so there is no fear of losing your money or the trip not taking place.

#### EXPERIENCED TOUR DIRECTOR

A tour director accompanies your group to assure that all parts of the trip occur smoothly. Our tour directors are often professionally trained tour escorts or retired school staff who receive several days of specialized classroom training from Travel Adventures, as well as, training on-site at our major destinations.

#### HEALTH & ACCIDENT INSURANCE

Travel Adventures provides Accident and Illness primary coverage for participants in all tours. Included in the coverage is medical, hospital, dental, and accident insurance.

#### MEMBERS OF NTA, SYTA, & ABA

Travel Adventures is an active member of the National Tour Association and a founding member of the Student Youth and Travel Association. Both organizations are leaders in the tour industry and only accept highly qualified companies as members. In addition, Travel Adventures was the first company in the country to become an Accredited Member of SYTA, and we are members of the American Bus Association (ABA).

#### NAME TAGS

Available in a variety of designs, our nametags offer a way to identify students as part of your group, as well as, providing the toll-free telephone number to our 24 hour emergency service.

#### ONLINE TRIP RESOURCES

This customized resource is designed to assist you with sample letters, forms, general information, and ideas to create a successful trip. It is available to you on-line through our website after you book your trip with us.

#### WEBSITE SERVICES

You can access our website at [www.traveladventures.com](http://www.traveladventures.com) to get specific information about your trip. The current itinerary, hotel and motorcoach information, and trip payment balances can all be viewed on-line with a special password that will be provided to you. Rooming lists, bus lists, and evaluations can also be done easily on-line through our website.



## Travel Adventures Presents Chicago Buffalo High School Art

### CANCELLATION PROTECTION STANDARD

Travel Adventures will refund the traveler the full amount they have paid, less the non-refundable registration fee and an airline ticket (if applicable) based on the following:

If the traveler cancels due to:

- \* Transferring out of the class traveling or to another school prior to trip departure
- \* Accidental bodily injury or sickness (which travel would aggravate such condition)
- \* Serious illness or the death of a family member within 7 days of departure

If a serious illness of yourself or family member, or death of a family member occurs during the tour, any missed travel arrangements which were part of the tour will be refunded.

Your trip funds are secure with Travel Adventures.



Proud Members of:





# TRAVEL ADVENTURES

Expanding Young Minds. Exploring New Worlds.

## Customized Trip Summary

Buffalo High School Art

Chicago

March 12-15, 2009

### TRIP INCLUDES

**Transportation** 1 Deluxe DVD and/or VCR equipped motorcoach

**Lodging** 2 Nights

**Meals** 5 meals provided, 4 meals on your own

**Type of Billing** Participant Invoicing with *Cancellation Protection Standard* included.

### Attractions / Activities Included

"Blue Man Group"

Explore Navy Pier

Museum of Contemporary Art

Visit Magnificent Mile

Art & Architecture Tour

Field Museum of Natural History

Museum of Holography

Art Institute of Chicago

John Hancock Observatory

Shedd Aquarium

### Other Included Services

Guide Service

24 Hour Emergency Service

Educational Support

Members of NTA, SYTA, & ABA

Website Services

Nighttime Security

All Taxes and Gratuities Included

Experienced Tour Director

Name Tags

"Price Guard" Protection

Customer Trust Account

Health & Accident Insurance

Online Trip Resources

### Additional Comments

### TRIP PRICING

**This pricing is valid until 01/02/2009** and for a trip on the specific dates shown.  
Changes in trip dates before or after booking may affect trip pricing.

35	Paying Students (quad occ.)	\$518.00 per person
5	Paying Adults (double occ.)	598.00 per person
1	Non-Paying Adults (double occ.)	
	Amount due for each person below the budgeted count of 40 paying participants is \$273.00 *	
1	Travel Adventures' Tour Director	
42	Grand Total	

Ask About  
Referral  
Scholarships!

Your trip price is based on 40 paying participants per motorcoach. Any decrease in the number of paying participants per motorcoach will affect trip pricing.

\* Plus any nonrefundable expenses such as air or theater tickets.

Tour Consultant: Josh Bruman ext. 156

Customer Service: Shirley Moore ext. 147

1175 S. Lapeer Road • Lapeer, Michigan 48446

27534-3 (12/03/2008)

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