



East Lansing
Public Schools

MEMORANDUM

TO: ELPS Board of Education

FROM: Glenn Mitcham

SUBJECT: Information for Board consideration of the High School Band and Orchestra Trip to Orlando, Florida

DATE: February 6, 2025

Recommendation:

It is recommended that the Board consider the attached proposal request from Mr. Larzelere and Mr. Rosin to travel to Orlando, Florida for an overnight trip in March 2026 with the high school band and orchestra students. While in Orlando, the students will have the opportunity to perform in the Disney Parks and participate in the Disney Performance Clinic

In keeping with district practice, three competitive bids were sought. Families will be paying for the trip, so there will be no cost to the district. Students will be provided the opportunity to fundraise.

Thank you for your consideration of this exciting opportunity for our high school students.



East Lansing
Public Schools

East Lansing High School
501 Burcham
East Lansing, MI 48823

February 5th, 2025

Dear Dr. Leyko and members of the Board of Education:

We are writing to request approval for the high school bands and orchestras to travel to Orlando, FL for an overnight trip on March 19-23, 2026. Our previous travel experiences have been positive for our students and are an important aspect of the band and orchestra curriculum. We believe that travel is an important part of "Building World Citizen" and that this experience will create unique performing opportunities and life-long memories. This unique experience will also require our students to demonstrate personal responsibility and planning skills.

While in Orlando, students will have the opportunity to perform in a public concert (Marching Band and Orchestra). Additionally, students will receive an educational clinic from Disney's professional music staff.

Students will also have the opportunity to visit several of the Orlando Theme parks.

Students who are not able to afford this trip will be offered several opportunities to fund raise through the East Lansing Band and Orchestra Parent Association.

We had a similar trip planned and approved for the Spring of 2020. This trip was postponed due to the pandemic and eventually cancelled altogether. We are excited to offer this trip again in 2026.

Feel free to contact us if you have any questions regarding our request. Accompanying this letter are bids from three trusted tour companies along with their insurance policies. Upon Board approval, the ELBOPA board of directors will assist us in selecting the best tour company for our needs. Thank you for your continued support of the East Lansing Public School bands and orchestras.

Sincerely,

David Rosin
David.rosin@elps.us
David Larzelere
david.larzelere@elps.us

Band and Orchestra Teachers

**EAST LANSING PUBLIC SCHOOLS
EXTENDED EDUCATIONAL FIELD TRIP REQUEST FORM**

IMPORTANT: all out-of-state and overnight field trips require the approval of the East Lansing Board of Education. Per Board Policy 2340.01, "The Board may approve extended educational field trips for student groups under school sponsorship. Each trip requires separate approval and must be approved annually. An extended educational field trip exceeds one (1) school day and is directly related to the subject matter being taught in the district." For further details, please refer to ELPS BOE Policy 2340.01, included in the Field Trip Application Packet. All requirements must be satisfied before the Board will act on Extended Educational Field Trip requests.

Required documents must be attached to this request form:

1. Letter to ELPS Board of Education, requesting approval of this trip
2. Detailed itinerary
3. 3 tour company bids, if a commercial carrier is providing service
4. Certificate of liability insurance, if a commercial carrier is providing service
5. Copy of parent consent form (customize using provided template)

Name and position of staff person requesting trip:

David Lorcere / David Rosin EL Board / Orchestra

Trip destination and dates: (please attach detailed itinerary to this form)

Orlando, FL March 19-23, 2026

Purpose for trip and relationship to district curriculum:

Performance and Clinic w/ Disney Musicians

Grade level of student participants, and number expected to participate:

9-12 Grade 175 Students

Cost to students and fundraising/scholarship plans:

\$1700 approx

Names of chaperones, plus total number committed:

David Lorcere, David Rosin, Natalie Paiz, Holly Thornton
plus 18-24 parent chaperones

**EAST LANSING PUBLIC SCHOOLS
EXTENDED EDUCATIONAL FIELD TRIP REQUEST FORM**

Method of transportation: (Important: please note 3 tour company bids must be obtained and attached to this paperwork. One bid must be from a local company.)

Airplane and motorcoach e Destination

Liability insurance: if using a private tour group or transportation company, a certificate of insurance from the outside company with a minimum of \$2,000,000 liability coverage naming East Lansing Public Schools as "additional insured" is required. Liability insurance form must be attached to this request.

Name of liability insurance company and amount of coverage:

Accord \$ 2mil

Signature of staff person requesting trip:

- I acknowledge responsibility for the accuracy of all submitted information.
- I acknowledge responsibility for holding an orientation session with students and chaperones, including expectations for chaperones, students, and staff. Session will include review of rules and procedures with parents.
- I acknowledge responsibility for appointing a second trip leader, and agree to familiarize him/her with all trip management details.
- I recognize it is my responsibility to ensure all student participants and their parents provide required documentation, including:
 - Field trip consent form with parent and student signatures
 - Rules acknowledgement form, with parent and student signatures
 - Medical authorization forms
- I acknowledge responsibility for leaving copies of all required documentation and forms with the building principal before leaving on the trip.

I have read and agree to all responsibilities listed above.

[Signature]
Staff Member Signature

2/4/25
Date

I have discussed these plans with the staff member planning this trip. I believe the trip meets ELPS Board Policy requirements for Extended Educational Field Trips.

[Signature]
Building Principal Signature

2/4/25
Date

Presenting your custom designed proposal:

East Lansing HS Music

of

East Lansing, Michigan

David Larzelere, David Rosin

Your proposed trip is to:

ORLANDO, FL

Including these trip highlights:

Disney World

Universal Studios

Marching Band - Magic Kingdom

Orchestra - Disney Springs

Proposed trip date:

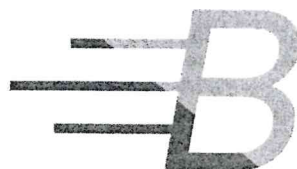
March 19 - 23, 2026

Presented by:

Jeff Bennett

Travel Designer

jeff@bennett-travel.com



Bennett Travel

Powered by Music Travel Consultants



East Lansing HS Music

East Lansing, MI

March 19 - 23, 2026

Thursday, March 19

Meet at East Lansing HS

Depart for Detroit Metro

Depart for Detroit Metropolitan Airport via Motorcoaches

Depart for Florida

Meals on own today

Arrive in Orlando

Meet Motorcoaches

Enjoy Disney Springs

Another option would be to go to Medieval Times Dinner & Tournament

Hotel Check-in

Overnight Security

Security will be provided each night in the hotel.

Friday, March 20

Breakfast at Hotel

Provided

Lunch

You will receive a \$50 Dining Card for Meals while in Universal Studios today.

Dinner

Universal Studios

You will have a 1-Day, 2-Park Pass for Universal & Islands of Adventure.

Note: The new park, EPIC, will be open by the time you travel. No information has been made public regarding pricing and tickets at this time.

Depart for Hotel

Saturday, March 21

Breakfast at Hotel

Provided

Lunch

You will receive a \$50 Dining Card for Meals while in the Disney park today.

Dinner

Disney World

Park of Choice

You will have a 2-Day Disney Starter Pass.

(With this pass you will be allowed to perform in Disney World)

Orchestra Performance

Orchestra Performance at Disney Springs - pending audition approval by Disney

Marching Band Performance

Marching Band Performance down Main Street USA in the Magic Kingdom - pending audition approval by Disney

Depart for Hotel

Sunday, March 22

Breakfast at Hotel

Provided

Lunch

You will receive a \$50 Dining Card for Meals while in the Disney park today.

Dinner

Disney World

Park of Choice

Depart for Hotel

Monday, March 23

Breakfast at Hotel & Check-out

Provided

Depart for Orlando Airport

Depart for Orlando Airport via Motorcoaches

Depart for Detroit

Meals on own today

Arrive in Detroit

Load Motorcoaches

Depart for East Lansing

Arrive at East Lansing HS

Arrive home

TOUR CONDITIONS

East Lansing HS Music

East Lansing, Michigan
to:

Orlando, FL

Disney World

Universal Studios

Marching Band - Magic Kingdom

Orchestra - Disney Springs

March 19 - 23, 2026

Trip Price per Person

4 Complimentary Trips Included in Single Occupancy. Airfare is NOT INCLUDED but is estimated at \$750 and built into payment plan. Park ticket costs ESTIMATED to be updated upon release of 2026 rates.

Passengers	170	140	150	160
Quint	\$1434	\$1537	\$1498	\$1464
Quad	\$1487	\$1589	\$1551	\$1517
Triple	\$1575	\$1677	\$1638	\$1604
Twin	\$1750	\$1852	\$1814	\$1780
Single	\$2276	\$2379	\$2340	\$2306

IMPORTANT NOTE: The above trip prices are based on hotel room occupancy and the total number of travelers and may vary depending on group size when prorated costs, such as motor coach, etc., are affected. Tour prices in this proposal are based on tariffs in effect as of November 20, 2024 and are subject to change. These trip prices were developed for individuals traveling with your group, as a group, on the trip described in this proposed itinerary.

Inclusions

- Bennett Travel tour director throughout
- Roundtrip Motorcoach Transportation via chartered coaches
- Tolls, Taxes and Daily Maintenance Fees for Driver(s)
- Roundtrip economy class, non-refundable air transportation between home area and destination (if applicable).
- (4) nights Hotel Accommodations per the itinerary
- (10) Meals included; they will be a variety of buffet, fast food, plated and/or pre-selected menus per the itinerary. For variety and convenience, money will occasionally be given in lieu of a pre-determined restaurant.
- All Sightseeing & Special Events per the Itinerary
- Entrance Fees where necessary
- Taxes and Gratuities - As required for all included features
- Gratuities to Driver(s) and Local Guide(s) as necessary
- Trip Departure Briefing (if applicable)
- Customized Tour Itinerary & Baggage Tags
- All Operations & Planning Charges

Exclusions

Passport fees; baggage handling at airports & hotels; excess baggage charges; forwarding of baggage; items or services of a personal nature such as snacks, laundry, room service, telephone calls, pay TV, movies, cables, souvenirs or the like; gratuities to travel directors; any items or services not mentioned specifically in tour conditions.

Payment Schedule

Payment	Amount	Due Date
Non-refundable deposit	\$150.00	January 26, 2025
Installment	\$160.00	February 26, 2025
Installment	\$160.00	March 26, 2025
Installment	\$160.00	April 26, 2025
Installment	\$160.00	May 26, 2025
Installment	\$160.00	June 26, 2025
Installment	\$160.00	July 26, 2025
Installment	\$160.00	August 26, 2025
Installment	\$160.00	September 26, 2025
Installment	\$160.00	October 26, 2025
Installment (Airfare non-refundable)	\$160.00	November 26, 2025
Installment	\$160.00	December 26, 2025
Installment	\$160.00	January 26, 2026
Final Payment	Balance	February 26, 2026

Cancellation Information

"Cancellation" is defined as any change made to the passenger list at least 60 days prior to trip departure day. Cancellation must be made under the traveler's account at Trip Account by clicking on the "Cancel a Traveler" link on traveler's/ payer's welcome page dashboard OR by e-mail or written communication to BT@. With the exception of non-refundable deposits/payments, if cancellation is received 60 days or more prior to trip departure day, money returned by suppliers is refundable. Cancellations received 60 days or fewer before, on, trip departure day are non-refundable, unless a paying substitute traveler takes the place of the cancelled person. If the trip includes airfare, cancellation and/or substitution policies may vary, depending on the airline, date of ticketing and group contract. Please contact BT@ for additional information. Travelers desiring travel and cancellation insurance may find it from a provider of their choice.

Tour Operator Responsibility

Bennett Travel (BT@) Powered by Music Travel Consultants acts only as an agent in providing means of transportation or other services. All tickets are issued and all other services are offered or provided subject to any and all terms and conditions, under which such means of transportation or other services are offered or provided. The issuance and acceptance of such services shall be deemed to be consent to the further condition that BT@ shall not be or become liable or responsible in any way in connection with such means of transportation or in connection with other services, or for any loss, injury or damage to or in respect of any person or property howsoever caused or arising, even if such loss, injury or damage arises, in whole or in part, as a result of alleged negligent acts or omissions of Bennett Travel Powered by Music Travel Consultants. The airlines, trains, motor coaches and ships concerned are not to be held responsible for any act, omission or event during the time passengers are not aboard the airline, train, motor coach or ship. BT@ reserves the right to alter the itinerary. Any extra charges arising from such change must be met by the passenger. BT@ reserves the right to cancel the tour or to remove any passenger from the tour; its sole liability in such instance being the refund of all monies paid to it for unused services. By acceptance of tour membership, Passenger agrees to the foregoing and also agrees that BT@ shall not become liable or responsible for loss, damage, injury or inconvenience to Passenger and to their possessions caused by or resulting from occurrences, negligent or otherwise, due to the malfunction or breakdown of machinery or equipment, strikes or labor disputes, acts of God, war or civil strife, acts of governments or civil authorities, disease, delays, fire, theft, weather, itinerary changes or cancellation of services or default by suppliers, even if such loss, injury or damage arises, in whole or in part, as a result of alleged negligent acts or omissions of BT@ Powered by Music Travel Consultants.

WHY CHOOSE BENNETT TRAVEL?

Bennett Travel is proud to serve educators. Designing tours for all types of school groups, Bennett Travel consistently offers the best quality for an affordable rate to all clients. Superb service and attention to detail has been their hallmark.

The company is based in Michigan. Jeffrey Bennett, President and Tour Consultant of Bennett Travel, completed a successful thirty-year career as Director of Bands/Orchestras in North Branch, Kentwood, and Harbor Springs, Michigan. Since his retirement in 2008, he has been dedicating his knowledge, energy and expertise to organizing customized tours for school groups. Recently, Bennett Travel has partnered with Music Travel Consultants.

THE TRIP ACCOUNT APP

A travel app for the finest performing ensembles in the world.

Bennett Travel introduces the Trip Account App, free to all travelers. Music directors, staff, chaperones and students can use this secure, information-packed, versatile app during their trip. The App features real-time trip schedule updates so everyone knows where to go and when to be there. The App also provides instantaneous group messaging because communication is key to a successful trip and invaluable in an emergency. Travelers can use the app to securely send messages and upload photos with access by only members of their group. The Trip Account App is full of music director tools which easily record contacts, create lists of all kinds and assigns chaperones. To stay organized, assistants, staff and boosters may be granted access at the director's discretion. The Trip Account App frees the director's time and provides staff, chaperones, students and all other travelers a convenient, easy and secure way to enjoy the trip and all it offers!

You can find out more about the Trip Account App at: www.bennett-travel.com/app



DEDICATED TOUR DIRECTORS



One of the integral parts of a successful Music Travel Consultants trip is having dedicated and committed Tour Directors by your side throughout your journey. From a group's first steps out the door until they return safely home, if the unpredictable happens, rest assured that your MTC Tour Director will use extensive training and management skills to find a solution as quickly as possible. Want to know more about the importance of having a dedicated MTC Tour Director at your side on your next trip?

Learn more at: www.bennett-travel.com/tour-director.html

GIFT LINK

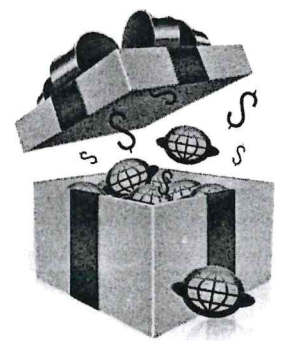
Safe and secure contributions to assist in covering the cost of your trip.

A trip to any destination can be expensive. Spending a few weeks overseas is an even larger financial investment. But don't forget these wise words: Travel is the only thing you can spend money on that will make you richer!

At Bennett Travel, we realize that you are investing family resources to send your students and sometimes yourself on your next trip. We work diligently to offer a safe and rewarding experience worthy of this financial sacrifice. To that end, we are proud to present Gift Link.

Gift Link allows you to efficiently contact family and friends that are invested in your musical journey. Be it a trip to Indianapolis for Grand Nationals, a tour of D.C. during the Cherry Blossom Festival or a multi-week tour that includes an international flight, the Eiffel Tower, Normandy and Disneyland Paris, this no fee personal fundraising option transfers 100% of your collected financial gifts directly into your trip account. Gift Link is a perfect suggestion for birthday or holidays. Our simple, automated process of sending an email describing your upcoming adventure allows your biggest supporters a quick and easy way to provide you with the gift of travel.

Find out more at www.bennett-travel.com/gift-link



THE MTC FAMILY OF BRANDS



Since 1987, Music Travel Consultants, led by accomplished music educators, has become the first choice for student performance group travel by providing industry-leading, on-line services and

customer-based support. Focused on creating custom trips that provide relevant, memorable and rewarding student travel experiences, Indianapolis-based MTC successfully partners with directors and administration, designing travel to destinations within the United States and around the globe. With more than 165 years combined travel expertise earned in over 68 countries, Music Travel Consultants anticipates group needs and delivers an amazing travel experience.



In today's world, nothing is more important than our children's education. To strengthen educational values, learning must be experienced in person. With over a century of in the classroom and out in the

world tach experience, Educational Destinations is supremely equipped to connect student the world. The educational process will be enhanced by accomplished educators and a travel team by your side from the planning process to your return home. Our solutions reduce liability for both school and trip organizers while our curriculum allows the teacher to educate.



Musicians Abroad catapulted off an already amazing student experience provided by Ambassadors of Music, to one that fits the nature of today's international travel demands.

Rather than offer the same itinerary to every state or regional group biannually, Musicians Abroad uses the power of MTC's extensive international travel knowledge to customize plans that fit each ensemble and their students. Two inaugural trips debuted in the summer of 2023 with several additional tours planned for upcoming years.



Designing tours for all types of school groups, Bennett Travel consistently offers the best quality at an affordable rate. Superb service and attention to detail has been their hallmark since 2008.

The company, based in Michigan, was founded by Jeffrey Bennett after he completed a successful 30-year career as Director of Bands/Orchestras in North Branch, Kentwood, and Harbor Springs, Michigan. Since his retirement, he has been dedicating his knowledge, energy and expertise to organizing customized tours for school groups. Bennett Travel partnered with Music Travel Consultants in 2021.

ASSOCIATIONS

We are pleased to be members of the following prestigious and respected travel associations in an ongoing effort to provide the absolute best student group travel service possible.

The MTC Family of Brands is proud to be a Disney Parks Recognized Youth Travel Planner. We were also selected to be a part of the Walt Disney World Resort/Disneyland Resort Youth Travel Planner Symposium. We are also the recipient of PremEar status in 2024.



We are pleased to be Disney Broadway's Preferred Travel Planner. Disney Theatrical Productions Limited (DTP), also known as Disney on Broadway, is the flagship stage play and musical production company of the Disney Theatrical Group, a subsidiary of The Walt Disney Studios, a major business unit of The Walt Disney Company.

The MTC Family of Brands is proud to be an official Universal Orlando Preferred Youth Travel Planner. Universal Orlando Resort™ is proud to partner with select vendors that provide superior service and quality products for the ultimate theme park and resort hotel experience.



Music for All



Music Travel Consultants is pleased to be the Official Student Travel Partner of Music for All and Bands of America. Music for All is one of the largest and most influential national

music education organizations in support of active music-making. Music for All is unique in that it combines programming at a national level with awareness campaigns, research and advocacy. Bands of America, the nation's leading presenter of music events for high school band students, champions a mission to create and provide "positively life-changing" experiences for students, teachers, parents and communities.

The MTC Family of Brands is proud to be Winter Guard International's Preferred Travel Partner. WGI Sport of the Arts is the world's premier organization producing, indoor color guard, percussion and winds competitions. As a non-profit youth organization, WGI also serves as the governing body for the indoor color guard, percussion and winds activities. It is called the Sport of the Arts because it brings music to life through performance in a competitive format. Even with over 40 years of history, the sport continues to evolve and grow.



MEMBERSHIPS

Providing students with educational and unforgettable experiences is an effort that goes beyond The MTC Family of Brands. We are surrounded by world-class programs and partners that support our vision and we support each other. Below are a portion of additional organizations with which we are proud partner.



LETTER OF INTENT

Bennett Travel
5348 Vermont Street, Suite 200
Indianapolis, IN 46224
Phone: 317.637.0837
www.bennett-travel.com



This Letter of Intent appoints Bennett Travel as the sole agent for all transportation, sleeping arrangements, food functions, entertainments activities, and tour arrangements in connection with the tour proposal for East Lansing HS Music, March 19 - March 23, 2026, to Orlando, FL dated November 21, 2024. All services outlined in that itinerary and tour conditions become part of this agreement.

East Lansing HS Music agrees to timely compliance with the payment schedule as outlined in the proposal, and further warrants that it will promote the trip to its membership so as to achieve the level of tour member participation specified in the tour proposal. It warrants that it understands that the tour pricing is based on the number of participants stated in the proposal, and it understands that the prices may change up or down with decreases or increases in the number of participants.

In the event that the proposed services cannot be provided due to cancellation or unavailability of said services, Bennett Travel reserves the right to make substitutions of features of equal value and similar quality, per its Tour Operator's Responsibility clause, printed below.

Tour prices are based on a specifically proposed number of tour participants, in conjunction with tariffs in effect as of November 20, 2024, and they are subject to change. (See TOUR CONDITIONS page of proposal)

Written cancellations by individual tour members are refundable under the criteria set-forth in the paragraph entitled CANCELLATION INFORMATION on the proposal's TOUR CONDITIONS page.

Bennett Travel is insured and abides by the standards of business conduct of National Tour Association (NTA) and Student & Youth Travel Association (SYTA). Personal life, injury, cancellation and property insurance is available to individual tour members through Bennett Travel at an additional charge.

Both copies of this Letter of Intent are to be signed and dated by both parties. One copy is to be retained by each. This Letter of Intent, along with attachments described above, consists of the total agreement between Bennett Travel and East Lansing HS Music.

FOR Bennett Travel:

Date: _____

Position:

FOR East Lansing HS Music:

Date: _____

Position:

Tour Operator's Responsibility

Music Travel Consultants and its affiliated companies ("Agent") act only as Agent in providing means of transportation or other services. All tickets are issued and all other services are offered or provided subject to any and all terms and conditions under which such means of transportation or other services are offered or provided. The issuance and acceptance of such services shall be deemed to be consent to the further condition that Music Travel Consultants nor its affiliated companies shall be or become liable or responsible in any way in connection with such means of transportation or in connection with other services, or for any loss, injury or damage to or in respect of any person or property howsoever caused or arising. The airlines and motor coaches and ships concerned are not to be held responsible for any act, omission or event during the time passengers are not aboard the airline or motor coach or ship. Agent reserves the right to alter the itinerary. Any extra charges arising from such change must be met by the Passenger. Agent reserves the right to cancel the tour or to remove any Passenger from the tour; its sole liability in such instance being the refund of all monies paid to it for unused services. By acceptance of tour membership, Passenger agrees to the foregoing and also agrees that Agent shall not become liable or responsible for loss, damage, injury or inconvenience to Passenger and to his/her possessions caused by or resulting from occurrences, negligent or otherwise, due to the malfunction or breakdown of machinery or equipment, strikes or labor disputes, acts of God, war or civil strife, acts of Governments or Civil Authorities, disease, delays, fire, theft, weather, itinerary changes or cancellation of services or default by suppliers.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

01/15/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Robertson Insurance Services 3701 N Briarwood Ln Muncie, IN 47304		CONTACT NAME: Corey Robertson PHONE (A/C No. Ext): 765-896-9557 FAX (A/C No): 765-896-9547 E-MAIL ADDRESS: corey@robertsonins.net															
INSURED Music Travel Consultants LLC 5348 W Vermont St, Suite 200 Indianapolis IN 46224		<table border="1"> <thead> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A : Auto Owners Insurance Company</td> <td>18988</td> </tr> <tr> <td>INSURER B : Liberty Mutual Insurance Company</td> <td>36447</td> </tr> <tr> <td>INSURER C : RLI Insurance Company</td> <td>13056</td> </tr> <tr> <td>INSURER D :</td> <td></td> </tr> <tr> <td>INSURER E :</td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> </tr> </tbody> </table>		INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : Auto Owners Insurance Company	18988	INSURER B : Liberty Mutual Insurance Company	36447	INSURER C : RLI Insurance Company	13056	INSURER D :		INSURER E :		INSURER F :	
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INSURER F :																	

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	GENERAL LIABILITY			09180932	04/01/2024	04/01/2025	EACH OCCURRENCE	\$ 2,000,000
	<input type="checkbox"/> COMMERCIAL GENERAL LIABILITY	<input checked="" type="checkbox"/>					DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 2,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						MED EXP (Any one person)	\$ 10,000
	General Liability						PERSONAL & ADV INJURY	\$
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	\$ 4,000,000
	<input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC			PRODUCTS - COMP/OP AGG	\$ 4,000,000	\$		
B	AUTOMOBILE LIABILITY	<input checked="" type="checkbox"/>		BZS 55993005	04/01/2024	04/01/2025	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person)	\$ 1,000,000
	<input type="checkbox"/> ALL OWNED AUTOS	<input type="checkbox"/> SCHEDULED AUTOS					BODILY INJURY (Per accident)	\$ 1,000,000
	<input checked="" type="checkbox"/> HIRED AUTOS	<input checked="" type="checkbox"/> NON-OWNED AUTOS					PROPERTY DAMAGE (Per accident)	\$ 1,000,000
								\$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB	<input checked="" type="checkbox"/>		55180932	04/01/2024	04/01/2025	EACH OCCURRENCE	\$ 3,000,000
	<input type="checkbox"/> EXCESS LIAB	<input type="checkbox"/>					AGGREGATE	\$ 3,000,000
	DED	RETENTION \$	0					\$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			XWS 55993005	04/01/2024	04/01/2025	<input checked="" type="checkbox"/> WC STATUTORY LIMITS	OTHER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICE/MEMBER EXCLUDED? (Mandatory in NH)	Y/N	N/A				E.L. EACH ACCIDENT	\$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	\$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	\$ 1,000,000
C	Professional Liability	<input checked="" type="checkbox"/>		RTP0007439	04/01/2024	04/01/2025	Each Occurrence: \$1,000,000 Annual Aggregate: \$2,000,000 Deductible: \$2500	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

CERTIFICATE HOLDER**CANCELLATION**

East Lansing Public Schools
 501 Burcham Dr
 East Lansing MI 48823

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Corey Robertson

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Greetings David & David,

Thank you so much for your interest in Educational Tours Inc. We are thrilled that you are looking into travel opportunities for your students and parents. We specialize in custom-designing your trip to meet your exact requirements. We will do all that we are able to provide your students with a rewarding and life-changing trip.

In this proposal you will find:

1. A custom-designed itinerary complete with trip details
2. A pricing table based on various rooming types and current rates
3. A list of inclusions for your trip

A few things to note about pricing:

- Generally, unless you specify otherwise, students will pay the corresponding price based on the total group size and using **Quad** rooming. Adults on the trip will stay in **double/twin** rooming.
- Adults are welcome to pay the Single price and have a single room throughout the trip. Additional adults, above what has been budgeted for on your pricing table, will pay the double or single room supplement if they join the group.
- **Hotel check-in is 4:00 pm** and early check-in for groups will not be an option.
- The rates in this proposal are based on the most up-to-date pricing available to ETI. All items on the proposed itinerary are **subject to final confirmation**. Once the group has returned a signed and dated Travel Agreement, as well as any deposits that are required, ETI will lock in all available rates. Should you be securing your trip early and official rates are not in a vendor's systems, ETI will make every effort to negotiate and secure the rates at the quoted levels. In the rare instance that we are unable to secure those rates, additional charges would be the responsibility of the group.
- If you would like to **guarantee select rates** in this proposal, you are welcome to send a payment to cover the deposits that are necessary. Our Accounting team can invoice you for the amount. This payment will be applied to your final balance. Deposits may be non-refundable depending on the vendor. If deposits are not paid, rates may increase.
- **If you choose online payments** for your group, all payments are non-refundable. Therefore, we highly recommend purchasing the Travel Protection we offer.

I look forward to speaking with you about the proposal and ideally welcoming your group on tour with Educational Tours Inc.

Best regards,

Jennifer Orkisz

Jennifer Orkisz
Travel Consultant
800-654-4560 ext. 502



East Lansing High School Band & Orchestra
Trip to Orlando
03-26-2026 - 03-30-2026

Please note that the sightseeing order and scheduled times in the itinerary below are estimates. All services are subject to final reservation confirmation. The days and times may need to be adjusted based on availability.

Thursday, March 26, 2026

- 2:00 AM Your motor coaches arrive at East Lansing High School for loading.
- 3:00 AM Your motor coaches depart from the school and transfer the group to the airport.
- 5:00 AM Arrive at the airport and Meet your **Educational Tours, Inc. Representative** for airport assistance with check-in and security clearance. The representative will remain with the group until all have cleared security.
- 7:00 AM Depart on your flights from Detroit to Orlando. *(No flights have been secured for the group and this is just an estimated departure time)*
- 11:30 AM Arrive at the airport and meet your **Tour Director**, who will accompany the group exclusively throughout the tour.
- 12:30 PM Transfer by local motor coach.
- 1:00 PM Enjoy a day at **Universal Orlando's Volcano Bay**, a thrilling and relaxing water theme park in the middle of a realistic looking volcano. At this South Seas oasis you are certain to have whether riding the water slides, relaxing on the winding river, chilling in the wave pool, or lounging on the beach.
- 1:30 PM Free time is included for lunch in the park. *(lunch will be at your own expense)*
- 5:00 PM Transfer by local motor coach to dinner.
- 6:00 PM Arrive for your group dinner at the **Hard Rock Café Orlando**.
- 7:30 PM Enjoy vibrant entertainment, eclectic shopping, and rich experiences at **Universal CityWalk**, which is flamboyant, exhilarating, and colorful.
- 9:00 PM Transfer by local motor coach to the hotel.
- 9:30 PM Check into the hotel.
Private Security will be provided in the hotel.

Friday, March 27, 2026

- 7:00 AM **Breakfast** at the hotel.
- 8:15 AM Transfer by local motor coach.
- 9:00 AM Enjoy a day at **Walt Disney World's Magic Kingdom®** to explore lands of endless enchantment, where your fantasy becomes a reality. The world's most famous theme park features more than 40 unforgettable attractions, themed dining and shopping, numerous shows, and countless surprises.
- 12:00 PM Free time is included for lunch in the park. *(lunch will be at your own expense)*
- 6:00 PM Take time to get dinner using your **Walt Disney World® Resort Meal Certificate**. *(Your certificate is valid at several locations and is valid for one entree, one side, one drink, and one dessert.)*
- 9:00 PM Enjoy **Happily Ever After**, an astounding fireworks extravaganza featuring lights, lasers and special effects that includes all-new projections down Main Street, U.S.A. Go on a dazzling journey of color, light and song that captures the heart, humor, and heroism of favorite Disney stories. Watch in awe as Cinderella Castle is magically transformed through amazing state-of-the art projection technology you must see to believe. *(Weather permitting)*



9:45 PM Transfer by local motor coach to the hotel.
Private Security will be provided in the hotel.

Saturday, March 28, 2026

7:00 AM **Breakfast** at the hotel.

8:15 AM Transfer by local motor coach.

9:00 AM Enjoy a day at **Universal Orlando Resort** and visit both **Universal's Islands of Adventure** (*Harry Potter & the Forbidden Journey, Hagrid's Magical Creatures Motorbike Adventure, Jurassic World VelociCoaster, Jurassic Park River Adventure, Doctor Doom's Fearfall, Dudley Do-Right's Ripsaw Falls, Popeye & Bluto's Bilge-Rat Barges, Skull Island: Reign of Kong, The Amazing Adventures of Spider-Man, and The Incredible Hulk Coaster*) and **Universal Studios Florida** (*Harry Potter and the Escape from Gringotts, Despicable Me Minion Mayhem, TRANSFORMERS: The Ride 3D, Revenge of the Mummy, the E.T. Adventure, Fast & Furious Supercharged, Hollywood Rip Ride Rockit, Men in Black Alien Attack and The Simpson's Ride*). Take the **Hogwarts Express** to transfer between the parks.

TBD Meet your STARS Entertainment Coordinator and prepare for the parade performance.

TBD The marching band will participate in a **Parade Performance** along a one-mile-long route through Universal Studios Florida™ theme park. The marching band will represent your school with pride as you take to the streets lined with cheering theme park guests. *(After your application is accepted by Universal Orlando Youth Programs, your performance will be scheduled closer to your travel dates)*

12:30 PM Free time is included for lunch in the park. *(lunch will be at your own expense)*

6:00 PM Take time for dinner with your **Universal Food & Beverage Gift Card**. (\$25.00 value)

9:15 PM Transfer by local motor coach to the hotel.
Private Security will be provided in the hotel.

Sunday, March 29, 2026

7:15 AM **Breakfast** at the hotel.

8:30 AM Transfer by local motor coach.

9:15 AM Meet your STARS Entertainment Coordinator and prepare for your performance.

10:00 AM Participate in a **Performance on the Universal CityWalk™ Lagoon Stage and** entertain crowds of delighted Universal visitors and the cheers and applause of grateful guests, leaving your performers with wonderful lifelong memories. *(After your application is accepted by Universal Orlando Youth Programs, your performance will be scheduled closer to your travel dates)*

11:00 AM Transfer by local motor coach.

11:30 AM Enjoy a second day at **Universal Orlando Resort** and visit both **Universal's Islands of Adventure** and **Universal Studios Florida**. Take the **Hogwarts Express** to transfer between the parks.

12:30 PM Free time is included for lunch in the park. *(lunch will be at your own expense)*

6:00 PM Take time for dinner with your **Universal Food & Beverage Gift Card**. (\$25.00 value)

9:15 PM Transfer by local motor coach to the hotel.
Private Security will be provided in the hotel.



Monday, March 30, 2026

- 7:30 AM **Breakfast** at the hotel.
- 8:30 AM Check out of the hotel and load the motor coaches.
- 9:00 AM Transfer by local motor coach to the airport.
- 9:30 AM Arrive at the airport and check-in for your flights.
- 12:00 PM Depart on your return flights from Orlando to Detroit. *(No flights have been secured for the group and this is just an estimated departure time)*
- 5:00 PM Arrive at the airport and collect the luggage.
- 6:00 PM Your motor coach departs from the airport and transfer the group to the school.
- 8:00 PM Arrive back at the school.

PLEASE NOTE: *In keeping with Educational Tours, Inc.'s commitment to safety and security, we prepare each itinerary in accordance with the DOT rules and regulations, giving drivers a minimum of 9 hours off each night and a maximum of 15 hours on duty during any 24-hour period. We reserve the right to revise the itinerary, at any time, due to unforeseen circumstances such as traffic, road closures, site closures, weather, etc. Your Tour Manager will consult with the Group Leader and drivers on any changes.*



Trip Prices for East Lansing High School Band & Orchestra
Trip to Orlando & Cocoa Beach
03-26-2026 - 03-30-2026
Pricing 2.0 Valid until 2/29/25

Pricing Details & Ranges	152-156	157-161	162-166	167-171	172-176	177-181	182-186
Trip Price Per Participant (<i>quad rooming</i>)	\$2,051	\$2,036	\$2,022	\$2,085	\$2,071	\$2,057	\$2,045
Number of Adults Upgraded to Double Rooms	22	22	22	22	22	22	22
Number of Adults Upgraded to Single Rooms	2	2	2	2	2	2	2
Number of Complimentary Places Included	4	4	4	4	4	4	4
Triple Room Supplement (<i>per person</i>)	\$71						
Double Room Supplement (<i>per person</i>)	\$211						
Single Room Supplement (<i>per person</i>)	\$632						

With 167 or more passengers, a fourth motor coach will be required and is included in the pricing above

What is Included:

- Round trip flights (\$750 per ticket has been allotted including airline taxes)
- Ground transportation by private motor coach as per your itinerary (Coaches are modern, clean, and always compliant with industry health and safety standards)
- Accommodation in a quality hotel (*quad rooming for students*), including exclusive nighttime security in the hotel for your group
- All admissions, activities, workshops and performances as stated and bolded on your custom itinerary (Workshop minimum counts must be met. Students participating in more than one workshop will be charged an additional fee and will be dependent on itinerary timing. Students participating in more than one performance will be charged an additional fee and will be dependent on itinerary timing.)
- Walt Disney World® Resort 1-Day, 1-park ticket & Universal Orlando Resort 3-Park /3-Day Park-to-Park Ticket with Youth Performance
- All meals as stated on your itinerary
- Two professional Tour Directors to accompany your group exclusively from arrival through departure
- All gratuities for bus drivers and the Tour Director
- \$2,000 has been allotted for the Band trailer and driver
- Group Travel Videos App (Group Messaging, Group Mapping, Group Photo Gallery, Document Sharing, Post Trip Link to a Group Video)
- \$4,000,000 Liability Insurance
- Travel Protection, which includes Accident and Sickness, and Travel Delay protection for all participants after departure, will be purchased on your behalf.
- Emergency Phone Service 24/7/365 (Call 1-800-654-4560)

Items Not Included:

- Fuel surcharges imposed by any third-party provider (Motor coach, airline, etc. and if assessed, will be billed to you.)
- Fees for checked baggage on flights (including instruments)
- Any items not mentioned above or in the detailed itinerary
- Optional Additional Travel Protection, which adds Trip Cancellation and Cancel for Any Reason to the above product, is available for purchase and follows Educational Tours, Inc.'s cancellation policy. Information about this protection can be found when individuals register for the trip at www.groupcollect.com.

Please Note the Following:

- * **Online Registration for Individuals** is included at no additional cost for all participants.
- * **Lifeguards** may not be available at every swimming opportunity. ETI recommends no swimming without a lifeguard present. If you allow swimming without a lifeguard present, ETI is not responsible for the supervision or safety of the group.
- * **Trip inclusions** are based on prices as of time of this quotation. The itinerary is subject to availability, rate confirmation, and final reservation confirmation at the time of finalizing the Travel Agreement with Educational Tours Inc.
- * **Hotel Check-in is 4:00 pm.** Earlier check-in is not an option with group programs. Not all rooms are guaranteed to be ready by 4:00 pm.



CERTIFICATE OF LIABILITY INSURANCE

DATE 11/22/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).


PRODUCER Affinity Insurance Services Aon Affinity Travel Practice 900 Stewart Avenue, 4th Floor Garden City, NY 11530	CONTACT NAME: Kenneth Whitman	
	PHONE (A/C, No, Ext): 1-(800) 803-1213 FAX (A/C, No): (516) 294-1821 E-MAIL ADDRESS: kenneth.whitman@aon.com	
INSURED Educational Tours, Inc. 4205 Charlar Drive Suite 4 Holt, MI 48842	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A: Arch Insurance Company (AIC)	11150
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	

COVERAGES	CERTIFICATE NUMBER	REVISION NUMBER
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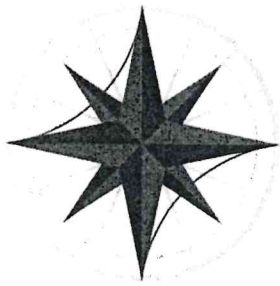
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC			TAP0196667-01	11/12/2022	11/12/2023	EACH OCCURRENCE	\$4,000,000
							DAMAGE TO RENTED PREMISES (Each Occurrence)	\$50,000
							MED EXP (Any one person)	\$10,000
							PERSONAL & ADV INJURY	\$4,000,000
							GENERAL AGGREGATE	\$4,000,000
							PRODUCTS - COMP/OP AGG	
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			TAP0196667-01	11/12/2022	11/12/2023	COMBINED SINGLE LIMIT (Ea accident)	\$4,000,000
							BODILY INJURY (Per person)	
							BODILY INJURY (Per accident)	
							PROPERTY DAMAGE (Per accident)	
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION		N/A				EACH OCCURRENCE	
							AGGREGATE	
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory In NH) <input type="checkbox"/> Y / N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				PER STATUTE OTHER	
							E.L. EACH ACCIDENT	
							E.L. DISEASE - EA EMPLOYEE	
							E.L. DISEASE - POLICY LIMIT	
A	ERRORS & OMISSIONS PROFESSIONAL LIABILITY			TAP0196667-01	11/12/2022	11/12/2023	EACH NEGLIGENT ACT OR NEGLIGENT OMISSION	\$4,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 This certificate has been issued as proof of insurance, only.

CERTIFICATE HOLDER Proof of Insurance Only	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

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CLASSIC PERFORMANCES
BY CORPORATE TRAVEL

EAST LANSING HIGH SCHOOL
BAND & ORCHESTRA TOUR TO FLORIDA



DISNEY ACCOMMODATIONS

Tour Name: East Lansing High School Band & Orchestra Florida Tour
Number of Paying Passengers: 150
Destination(s): Orlando, Florida
Dates of Travel: March 26, 2025 – March 30, 2025
Air Departure Gateway: Detroit, MI (DTW)
Air Seats Reserved: 155 seats (including earned complimentary seats)
Motor Coach Reservations: (3) deluxe motor coach
Comps: 1:37 (single occupancy)

TOUR PRICES*

Occupancy	Price per Person
Quad	\$1724
Triple	\$1849
Double	\$2024
Single	\$2574

THE TOUR INCLUDES

- Round trip scheduled commercial economy air from Detroit, MI (DTW) to Orlando, FL (MCO)
- 3 nights' accommodations at a Disney Hotel
- Meals
 - Three - Breakfast at the hotel
 - Two - Disney Dining - Lunch Certificates
 - Two - Disney Dining - Dinner Certificates
 - One - Universal Dining - Lunch Certificate
 - One - Universal Dining - Dinner Certificate
 - One - \$10 cash allowance for breakfast
 - One - \$10 cash allowance for lunch
 - One - \$15 cash allowance for dinner
- One - One-day, Single Park, Universal Studios Ticket
- One - Two-day Disney World Performing Arts Single Park Ticket
- One - Disney Performance Band at Magic Kingdom **or** Disney Performance Orchestra Performance at Disney Springs
- Luxury motor coach in Florida for group airport transfers & pre-scheduled park transfers
- CTS Representative throughout the tour
- Private security - six hours each evening
- Gratuities payable to motor coach drivers
- One - 12 ft. box truck rental for transportation of instruments from East Lansing, MI to/from Orlando Florida. (Driver not included)



ORLANDO AREA ACCOMMODATIONS

Tour Name: East Lansing High School Band & Orchestra Florida Tour
Number of Paying Passengers: 150
Destination(s): Orlando, Florida
Dates of Travel: March 26, 2025 – March 30, 2025
Air Departure Gateway: Detroit, MI (DTW)
Air Seats Reserved: 155 seats (including earned complimentary seats)
Motor Coach Reservations: (3) deluxe motor coach
Comps: 1:37 (single occupancy)

TOUR PRICES*

Occupancy	Price per Person
Quad	\$1604
Triple	\$1722
Double	\$1878
Single	\$2328

THE TOUR INCLUDES

- Round trip scheduled commercial economy air from Detroit, MI (DTW) to Orlando, FL (MCO)
- 3 nights' accommodations at a Orlando Area
- Meals
 - Three - Breakfast at the hotel
 - Two – Disney Dining – Lunch Certificates
 - Two – Disney Dining – Dinner Certificates
 - One – Universal Dining – Lunch Certificate
 - One – Universal Dining – Dinner Certificate
 - One – \$10 cash allowance for breakfast
 - One – \$10 cash allowance for lunch
 - One – \$15 cash allowance for dinner
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- CTS Representative throughout the tour
- Private security – six hours each evening
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CERTIFICATE OF LIABILITY INSURANCE

DATE
08/01/2024

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PRODUCER Affinity Insurance Services Aon Affinity Travel Practice 900 Stewart Avenue, 4th Floor Garden City, NY 11530	CONTACT NAME: Peter F. Maidhof PHONE (A/C, No, Ext): 1-(800) 803-1213 FAX (A/C, No): (516) 294-1821 E-MAIL ADDRESS: peter.maidhof@aon.com													
	<table border="1"> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> <tr> <td>INSURER A: Arch Insurance Company (AIC)</td> <td>11150</td> </tr> <tr> <td>INSURER B:</td> <td></td> </tr> <tr> <td>INSURER C:</td> <td></td> </tr> <tr> <td>INSURER D:</td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: Arch Insurance Company (AIC)	11150	INSURER B:		INSURER C:		INSURER D:		INSURER E:		INSURER F:
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INSURER D:														
INSURER E:														
INSURER F:														
INSURED Corporate Travel Service, Inc. 41780 Six Mile Rd Northville, MI 48168														

COVERAGES	CERTIFICATE NUMBER	REVISION NUMBER
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							DAMAGE TO RENTED PREMISES (Each Occurrence)	\$50,000
							MED EXP (Any one person)	\$10,000
							PERSONAL & ADV INJURY	\$5,000,000
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							PRODUCTS - COMP/OP AGG	
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			TAP0195413-03	08/01/2024	08/01/2025	COMBINED SINGLE LIMIT (Ea accident)	\$5,000,000
							BODILY INJURY (Per person)	
							BODILY INJURY (Per accident)	
							PROPERTY DAMAGE (Per accident)	
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION		N/A				EACH OCCURRENCE	
							AGGREGATE	
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y / N <input type="checkbox"/> Y <input type="checkbox"/> N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER	
							E.L. EACH ACCIDENT	
							E.L. DISEASE - EA EMPLOYEE	
							E.L. DISEASE - POLICY LIMIT	
A	ERRORS & OMISSIONS PROFESSIONAL LIABILITY			TAP0195413-03	08/01/2024	08/01/2025	EACH NEGLIGENT ACT OR NEGLIGENT OMISSION	\$5,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

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	AUTHORIZED REPRESENTATIVE 

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