

**Smithson Valley MS Music Department**  
**Dallas – 2 Days / 1 Night**  
**Friday, May 10 – Saturday, May 11, 2024**



**WeTravel Booking Instructions**  
**By e-Check – OR – Credit / Debit Card**

**I. Read all Instructions, Terms and Conditions, and Trip Details carefully.**  
**Please note that ALL Rates are Per Person.**

**II. Under Available Packages:** select your **Desired Package** and click the **“Book Now”** button until a window pops up.

- **STUDENT PROGRAM (QUINT OCCUPANCY)**  
*5 students in a room with 2 Queen beds & a pull out sofa bed*
- **CHAPERONE PROGRAM (DOUBLE OCC)**  
*2 guests in a room with 2 Queen beds*
- **CHAPERONE/STAFF PACKAGE (SINGLE OCC)**  
*1 guest in a room with 1 King bed*

**III. On the pop-up window, adjust the number of participants on the left side of the package selected and/or add another package, if needed. For example:**

- **If booking a Student Package (Quint Occupancy) only for 1 student, the number “1” should be next to the package selected.** – *If booking this package for more than 1 student, adjust the # of participants as needed. If 2 students, select 2, etc.*
- **If booking a Student Package for 1 student and booking a Chaperone Package (Double) for 2 chaperones, select “1” for the Student Package and select “2” for the Chaperone Package (Double).**

**IV. Under Payment Options:** select “Pay deposit” – or – “Pay full amount” and click **“Continue”**

**V. Under Buyer Information:** fill-in all 4 boxes (First Name, Last Name, Email, Confirm Email)

- Click the box **“Create an account to easily make future payments”**

**VI. Under Participant Information:** fill-in information for the participant(s) you are enrolling and click **“Continue to Payment”**

- First Name, Last Name, Email, Cell # of Main Contact (Parent), Parent Name & Email Address, Date of Birth, Gender & Registration Type

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**VII. Under Payment:** select “US Checking Account” – **or** – “Credit/Debit Card” and click “**Confirm Booking**”

- Please note that a 2.9% CC fee for Visa, Mastercard, Discover or 3.9% CC fee for American Express is added upon check-out per transaction. There is no additional fee if pay by e-Check.

**VIII. E-Sign the Terms & Conditions**

- After payment has been made, a window will pop up saying the following: *“E-Sign Document  
“Please click on the button below to sign the document requested by your trip organizer”*. Click on the green “Open and Sign Document” button and proceed to read the Terms and Conditions and e-sign.

**IX.** You will receive an email confirming your booking. You can sign in to your WeTravel account anytime to manage your booking/payments.

\*\*\*Terms and Conditions on the following pages\*\*\*

# Terms and Conditions

1. This **Program** is available only to **Smithson Valley Middle School Students, Staff, Chaperones**.
2. Participants will have until **December 18, 2023**, to enroll in this program -or- until the trip is fully enrolled, whichever occurs first. At that time, if there are still places remaining, the portal will remain open on a first come first serve basis.
3. A \$100.00 per person *non-refundable* deposit is due when the booking is made.
4. If any of the subsequent installment payments are 10 or more calendar days late, ***without prior arrangements***, it will be treated as a cancellation and the participant's fees paid to that point are non-refundable.
5. The Payment Plan will consist of four (4) Installments. The first installment is the **\$100.00** deposit due upon booking, the 2<sup>nd</sup> installment of **\$100.00** due on January 8, 2024, the 3<sup>rd</sup> installment due on February 8, 2024, and the 4<sup>th</sup> is the final installment due on March 8, 2024. **Each of the Installment payments, upon receipt, are non-refundable.**

<b>Installment Payment Plan</b>	<b>Payment Amount</b>	<b>Cumulative Cancellation Non-Refundable Amounts</b>
1st Installment (Booking Deposit)	\$100.00	\$100.00
2nd Installment due by January 8, 2024	\$100.00	\$200.00
3rd Installment due by February 8, 2024	\$100.00	\$300.00
4th Installment (Final Payment) due by March 8, 2024	Remaining balance	Full Trip Cost

6. Should the participant pay more than the required installment amount, the non-refundable portion of the payment made will be determined by the date NTE is made aware of the cancelation and the Cumulative Cancellation Non-Refundable Amounts based on the installment payment / date schedules above.
7. **Late Payment Exception:** Participants/Parents who have an extenuating circumstance that is resulting in payments to be made after the due date, are requested to email [team@note-abletravel.com](mailto:team@note-abletravel.com) with additional information. Exceptions for late payments will be made on an individual basis.
8. **Trip Cancelation:** Participants are asked to email [team@note-abletravel.com](mailto:team@note-abletravel.com) as soon as the need to cancel becomes apparent.
9. Participant enrollments are non-transferable.
10. Unless a Force Majeure\*, all fees paid to Note-Able Travel Experiences for the Program are non-refundable.

\***Force Majeure** means an event or circumstance that could not be foreseen or avoided. Such events and circumstances may include, acts of God, war, governmental regulation, terrorism, disaster, strikes, civil disorder, a travel restriction issued by a governmental agency, curtailment of transportation facilities, public health emergency or any other emergency of a comparable nature beyond the parties' control that in each case make it illegal or impossible to perform its obligations under this agreement.

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11. Note-Able Experiences (NTE) **strongly suggests** that participants consider purchasing Travel Insurance. NTE offers a RoamRight Plan underwritten by Arch Insurance Company. For additional information, to quote or purchase, a link will be provided at the end of the enrollment process. Purchasing travel insurance is not required in order to purchase any other product or service that NTE has to offer.
12. **Health & Safety Acknowledgement:** Even if vaccinated, and with best practices for Health & Safety, there remains a risk of contracting COVID-19.

### **Travel Documents**

13. It is advisable for all travelers to carry a valid ID for ground travel. Those with a Medical Condition should wear a Medical Alert Bracelet or have something that identifies them in case of an emergency.