

# **Booking Instructions & Terms and Conditions**

### **WeTravel Booking Instructions**

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 and a Sofa bed
- CHAPERONE PROGRAM (Double Occupancy) 2 guests in a room with 2 Queen beds
- CHAPERONE PROGRAM (Single Occupancy) 1 guest in a room with 2 Queen beds

III. On the pop-up window, adjust the number of participants on the left side of the package selected. For example:

- If booking a Student Program package 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 Program package for 1 student and booking a Chaperone Program (Double) for 2 chaperones, select "1" for the Student Program and select "2" for the Chaperone Program.

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"

(\*The "buyer" is the person responsible for making payments and signing the Terms & Conditions)

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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, Participant's Gender, Registration Type, Allergies/Dietary Restrictions
- Read through all statements/questions and acknowledge/answer accordingly

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 (payment installment). There is no additional fee if you 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 at <u>note-abletravel.wetravel.com</u> to manage your booking/payments.

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

## **Terms and Conditions**

- 1. This Program is available only to Borger Band Students, Staff, and approved Chaperones.
- 2. Participants have until **October 1, 2024**, to enroll in this program -or- until the program 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 served basis. Once the program is fully subscribed, a waitlist will be started.
- 3. The program cost is based on a minimum of 52 paid, max 53 paid participants. Upon enrollment, you are committing to participate in this program. Once the program has 52 participants enrolled, a \$250.00 per person *non-refundable* deposit is due within 48 hours of receiving notice. If the deposit is not received within those 48 hours, the participant's space on the trip will be released and put on the waitlist.
- 4. The payment plan will consist of a total of twelve (12) installments. The first (1<sup>st</sup>) is the \$250.00 booking deposit, the second(2<sup>nd</sup>) through eleven (11<sup>th</sup>) are \$300.00 each and the 12<sup>th</sup> being the final balance due. Each installment payment upon receipt is non-refundable, non-disputable and non-transferable in accordance with the Terms and Conditions for this program. Disputed Payments, if any, will be billed back to the Borger HS Band.

Installment Payment Plan	Payment Amount	Cumulative Cancellation Non-Refundable Amounts
Program Participation Commitment	\$0.00	\$0.00
1st Installment - Booking Deposit, upon notice, due within 48-hours	\$250.00	\$250.00
2nd Installment due by April 15, 2025	\$300.00	\$550.00
3nd Installment due by May 15, 2025	\$300.00	\$850.00
4th Installment due by June 15, 2025	\$300.00	\$1150.00
5th Installment due by July 15, 2025	\$300.00	\$1450.00
6th Installment due by August 15, 2025	\$300.00	\$1750.00
7th Installment due by September 15, 2025	\$300.00	\$2050.00
8th Installment due by October 15, 2025	\$300.00	\$2350.00
9th Installment due by November 15, 2025	\$300.00	\$2650.00
10th Installment due by January 15, 2026	\$300.00	\$2950.00
11th Installment due by February 15, 2026	\$300.00	\$3250.00
12th Installment (Final balance) due by March 15, 2026	Remaining balance	Full Trip Cost

- 5. The program costs are a realistic estimate for 2026. Please note that the cost for Air Tickets and Charter Bus transportation in Honolulu are subject to adjustment based on fuel & labor costs that may cause the rates to increase.
- 6. If any of the 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.

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- 7. 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 cancellation and the Cumulative Cancellation Non-Refundable Amounts based on the installment payment / date schedule above.
- 8. 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 with additional information. Exceptions for late payments will be made on an individual basis.
- 9. **Trip Cancelation**: Participants are asked to email **team@note-abletravel.com** as soon as the need to cancel becomes apparent.
- 10. Participant enrollments and payments are non-transferable.
- 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.

#### Student & Adult Travelers (18+) Required Travel Documents

- 13. All participants who are 18 years of age and older must present a <u>government-issued identification</u> (Driver's License, US Passport, etc.) for traveling by air. **Note: Starting on May 7, 2025, travelers must be** <u>**REAL ID**</u> **compliant.**
- 14. All participants who are 17 years of age and younger must have a valid photo ID (Driver's License, Learners Permit, or Official School issued photo ID) if traveling by air.
- 15. It is advisable for all travelers to carry a valid ID for ground travel as well. Those with a Medical Condition should wear a Medical Alert Bracelet or have something that identifies them in case of an emergency.