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11<sup>th</sup> October 2019

### Italy Trip – May 2020

Dear Parents and Guardians,

We can confirm final details for the upcoming 5ú turas to Lake Garda, Italy in May 2020:

Destination: Lake Garda / Venice / Verona - Italy  
Tour Dates: Friday 22<sup>nd</sup> May – Monday 25<sup>th</sup> May 2020  
Tour Length: 4 days - 3 nights  
Tour Price: €540 per paying person

Price Includes:

- \* GTI Representative at Dublin Airport to assist with check-in on your departure
- \* Return Aer Lingus or Ryanair flights from Dublin to Milan (10kgs)
- \* Executive coaching throughout Tour (within EU Drivers Regulations)
- \* Return school to Dublin Airport private coach transfers
- \* 3 nights in the Altomincio Family Park with breakfast & evening meals included
- \* Tourist tax
- \* Boat cruise on Lake Garda
- \* Excursion to Malcesine
- \* Visit to Verona Ampitheatre
- \* Enjoy a ride on the Monte Baldo Cable Car
- \* Excursion to Sirmione or to Garda Town
- \* Guided Tour of Venice
- \* Vaporetto ride into Venice
- \* Full Day at Gardaland Theme Park
- \* Guided Tour of Verona
- \* Comprehensive Travel Insurance at Premier Plus level which means that Travel Disruption is included automatically with your tour so you're protected in the event of flight cancellations or delays - T&C apply
- \* 24-hour emergency contact whilst abroad manned by GTI staff

## Flight Details:

Dates	Route	Flight Number	Depart / Arrive
22 May 2020	Dublin / Milan Bergamo	FR9428	06:25 / 09:55
25 May 2020	Milan Bergamo / Dublin	FR4845	21:25 / 23:05

*Please note: flight times are local and subject to change*

Dates	Route	Flight Number	Depart / Arrive
22 May 2020	Dublin / Milan Linate	EI432	07:00 / 10:40
25 May 2020	Milan Malpensa / Dublin	EI437	22:30 / 23:59

*Please note: flight times are local and subject to change*

In order to book these flights, we need a note of the students' names as they appear on their passports. Please ensure the names are correct at time of booking.

## Accommodation

The group are confirmed at the Altominico Family Park.

Students will be accommodated in triple/quad mobile home/chalet type accommodation

The final room list (i.e. who is sharing with whom) for the hotel is required 4 weeks before departure. We will organise this with the students before this date.

Please note that a tourist tax will apply. This is already included in the cost of the trip.

Students will have to pay €10 room deposit on arrival at the hotel. This will be returned to them after check out providing there is no damage to the rooms. *Not included in the tour price.*

## Meals

The group will take their breakfasts and evening meals at the hotel. We will have one meal as a group in Venice (included in the tour price).

*(Meals not included: Day 1 – Breakfast and lunch, Day 2 – Lunch, Day 4 – Lunch and evening meal)*

## Insurance

A list of all persons travelling and their dates of birth are required so that we can insure everyone travelling. We will use the names as submitted on the on-line payments.

If any person travelling has a pre-existing medical condition, then you **must declare** that condition to Health Check. Please contact Ma. Strachan closer to the time of travel who will give you full details on Health Check. This will be discussed at the Pre-trip meeting.

## Payment Schedule

To secure a place on the trip a €250 deposit is required. The total non-refundable deposit amount due for each paying person is €250pp.

### **How to Book:**

- Please see the final page of this letter titled '**HOW TO MAKE A PAYMENT ONLINE FOR YOUR SCHOOL TOUR TO LAKE GARDA**'
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- \* To confirm, a non-refundable deposit of €250 is required from each paying person travelling. GTI have an online payment system where parents/guardians can pay directly. **Please note: No payment is to made to the school.**
- Final payment of full balance must be paid 10 weeks before departure

### **Terms and Conditions:**

- \* **GTI is fully licensed and bonded in accordance with the Commission of Aviation Regulation (TA0533)**
- \* **All deposits are non-refundable**
- \* **Payments can be accepted by cheque / bank draft, by bank transfer or via our website - details available on request**

## Cancellation Fees

All cancellations must be advised to **Ma Strachan and GTI in writing**. The following cancellation fees apply:

<b>Weeks Prior to Departure:</b>	<b>Amount Forfeited</b>
More than 10 weeks:	Loss of deposits (full €250) plus any extras paid (tickets, flight supplements etc.)
10 - 8 weeks before travel:	50% (where Tour Price <€500, then loss of deposit plus any extras paid)
8 - 6 weeks before travel:	75%
6 weeks or less before travel:	100%

All cancellation charges apply to each person covered by a booking. Any insurance premium paid is non-refundable. If the cancellation fee is more than deposit paid, then you will be invoiced for these seats on final invoice.

Also please note that some of the excursions once booked and confirmed are non-refundable and non-changeable.

## European Health Insurance Card

European Health cards should be carried at all times with students while abroad. Please ensure your son/daughter has their own European Health card before travel to ensure there is no problems should a medical emergency or illness occur while in Italy. Please see [www.ehic.ie](http://www.ehic.ie) for more details. **This is a requirement in order to travel with the group.**

## Passports

Each student must have their own passport valid for the dates of travel. Please note a copy of the passport will be required 10 weeks before travel so keep this in mind if applying for a new passport.

### Visa

If there are any non-national students travelling, then it is important that you check out the visa requirements for Italy. **THIS IS THE STUDENT'S OWN RESPONSIBILITY.**

### Student Behaviour

As outlined at the 5<sup>th</sup> Year Information Evening, should a student who has paid a deposit/full cost of the trip be involved in and breaches of the school rules over the coming months, before and during travel, then they could forfeit their place on the trip with no refund. **THIS IS THE STUDENT'S OWN RESPONSIBILITY.**

### Information Meeting

We will hold a meeting for all students and parents before the trip to go through the final details and full itinerary. This will take place 3 – 4 weeks before the trip.

If you have any questions regarding the trip please do not hesitate to contact me on [PStrachan.cni@lmetb.ie](mailto:PStrachan.cni@lmetb.ie) or 041 9813335.

Is mise le meas,

P Strachan  
Italy Trip Group Leader



## HOW TO MAKE A PAYMENT ONLINE FOR YOUR SCHOOL TOUR TO LAKE GARDA

- Visit [www.gtitravel.ie/make-a-payment/](http://www.gtitravel.ie/make-a-payment/) where you will be prompted to either register if it's your first visit or log in for subsequent visits.

An account is automatically created for you on your first visit. A password is sent to the email address you entered. You will need this password for your next log-in and to check the payments made for your child's tour.

- Select the **Make a Payment** option under **School Tours**

School Tours	Escorted Tours	Battlefield Tours	Agricultural Tours
<a href="#">View Tours</a>	<a href="#">Book Online</a>	<a href="#">Book Online</a>	<a href="#">Book Online</a>
<a href="#">Make a Payment</a>	<a href="#">Pay the Balance</a>	<a href="#">Pay the Balance</a>	<a href="#">Pay the Balance</a>

- You'll then be asked for the **Tour Details** which for your school are as follows:

### Tour Details

**Booking Reference \***

20-COL021-02/Your Child's Surname

**School/ Group Name \***

Colaiste na hInse

**Departure Date \***

22-05-2020



**Destination \***

Lake Garda

- You'll then be asked for the **Passenger Details** which are specific to your child. The Date Format for DOB must be DD-MM-YYYY.
- Click **Continue to Payment** where you will be taken to the secure payment page. Enter the deposit amount along with your card details. *The deposit of €250 is non-refundable.*
- Click **Pay Now**. Don't forget to tick the T&C box.

Once the payment is gone through, a Payment Reference Number will appear on the screen. This is the number that your teacher will need as proof of payment. An email will also be sent to you.