

**Sussex Technical High School Marching Band**  
**2018 Chick-Fil-A Peach Bowl**  
NON-FLIGHT Trip Agreement Form

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**\*\* Review this document carefully before signing and returning. \*\***

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**GENERAL AGREEMENT**

I, \_\_\_\_\_, understand that by signing  
*(Print Student Name)*  
and submitting this form, I am confirming my participation in the Chick Fil-A Peach Bowl trip to Atlanta, Georgia with the Sussex Technical High School Marching Band from the dates of Wednesday, December 26, 2018 to Tuesday, December 31, 2018.

**ACKNOWLEDGEMENT OF TERMS: COMMITMENT & BEHAVIOR**

1. I understand that I cannot withdraw my participation after submitting this form, except in the event of personal medical emergency, or a death in the immediate family. \_\_\_\_ *(student initial)* \_\_\_\_  
*(parent initial)*
2. I understand that I am required to attend all Peach Bowl rehearsals, regardless of other prior commitments, and I will plan ahead to avoid conflicts. \_\_\_\_ *(student initial)* \_\_\_\_ *(parent initial)*
3. I understand that I will be held accountable for all policies listed in the 2018-19 STHS Band Member Agenda, and the Sussex Technical High School student agenda. My actions and decisions in and out of school may impact my ability to participate. \_\_\_\_ *(student initial)* \_\_\_\_ *(parent initial)*
4. I understand that it is the band director's decision if I may participate on the trip based on my attendance, behavior, attitude, and performance. \_\_\_\_ *(student initial)* \_\_\_\_ *(parent initial)*
5. I understand that if my actions result in disciplinary action while on the trip, I will be dismissed immediately and sent home at my family's expense. \_\_\_\_\_ *(student initial)* \_\_\_\_\_ *(parent initial)*

**ACKNOWLEDGEMENT OF TERMS: FINANCIAL**

1. I understand that trip payments must be submitted on time, in the full amount. \_\_\_\_ *(student initial)*  
\_\_\_\_ *(parent initial)*
2. I understand that only cash or check payments will be accepted, and all checks must be written according to the following criteria: \_\_\_\_ *(student initial)* \_\_\_\_ *(parent initial)*
  - a. Pay to the order of: "Sussex Tech High School"
  - b. In the Memo section: "Music/Band", and Student Name & Student ID #
3. I understand that all payments must be submitted in an envelope with my name clearly written on the outside along with "Peach Bowl." \_\_\_\_ *(student initial)* \_\_\_\_ *(parent initial)*
4. I understand that I am expected to hand-deliver all payments to a band staff member, or mail them to Sussex Tech (with c/o Mr. Ian Kenney) on the envelope. I also understand that submitting payments any other way is not safe/secure and may result in loss/theft of the money.  
\_\_\_\_ *(student initial)* \_\_\_\_ *(parent initial)*
5. I understand that any funds unpaid will become an official school debt with Sussex Tech, and I will not receive my report card, prom/homecoming tickets, or be allowed to graduate until the debt is paid. \_\_\_\_\_ *(student initial)* \_\_\_\_\_ *(parent initial)*

**ACKNOWLEDGEMENT OF TERMS: PAYMENT SCHEDULE**

I understand that the student & chaperone payment dates and payment amounts are set according to our travel coordinator’s group deadlines outlined below. \_\_\_\_ (student initial) \_\_\_\_ (parent initial)

**Group Payment Deadlines to Box 5 Events**

I acknowledge that I must make payments according to the following schedules. \_\_\_\_ (student initial) \_\_\_\_ (parent initial)

I acknowledge that some fees are subject to change, as some charges are dependent on the total number of participants. \_\_\_\_ (student initial) \_\_\_\_ (parent initial)

**Payment Schedule & Amounts**

*(All trip payments must be made out to Sussex Tech High School)*

<b>PAYMENT SCHEDULE BREAKDOWN - STUDENTS (Quad Occupancy)</b>			
<b><u>Payment Percentage</u></b>	<b><u>Payment Due Date</u></b>	<b><u>Amount Due</u></b>	<b><u>Balance</u></b>
Payment 1 (20%)	8/30/18	\$150.00	\$549.86
Payment 2 (40%)	9/20/18	\$150.00	\$399.86
Payment 3 (66%)	10/11/18	\$175.00	\$374.86
Payment 4 (FINAL)*	11/15/18	\$224.86	\$0.00

**\$699.86**

*\*final payment will decrease with fundraising*

<b>PAYMENT SCHEDULE BREAKDOWN - ADULTS (Double Occupancy)</b>			
<b><u>Payment Percentage</u></b>	<b><u>Payment Due Date</u></b>	<b><u>Amount Due</u></b>	<b><u>Balance</u></b>
Payment 1 (20%)	8/30/18	\$175.00	\$624.86
Payment 2 (40%)	9/20/18	\$175.00	\$449.86
Payment 3 (66%)	10/11/18	\$200.00	\$249.86
Payment 4 (FINAL)*	11/15/18	\$249.86	\$0.00

**\$799.86**

*\*final payment will decrease with fundraising*

I understand that the final payment amount may fluctuate, and any changes will be communicated as soon as the band staff is notified. \_\_\_\_ (student initial) \_\_\_\_ (parent initial)

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## ACKNOWLEDGEMENT OF TERMS: CANCELLATION REFUND SCHEDULE

I understand that if I must withdraw from the trip due to extenuating circumstances, and I have opted not to purchase individual travel protection insurance (see page 4), I will receive a refund based on the following schedule & details. \_\_\_\_ (student initial) \_\_\_\_ (parent initial)

### **Cancellation before 45 days prior to departure: (3/25/18 – 11/11/18)**

- This results in loss of the individual's share of our \$500 group deposit, plus any fees levied by hotels, transportation companies, and other retailers and vendors.
  - \*\*See "Schedule of Levied Fees" below

### **Within 45 days prior to departure: (11/12/18 – 11/25/18)**

- This results in loss of the individual's share of our \$500 group deposit, plus a \$50 per person cancellation fee, plus any fees levied by hotels, transportation companies, and other retailers and vendors.
  - \*\*See "Schedule of Levied Fees" below

### **Within 30 days prior to departure: (11/26/18 – 12/10/18)**

- This results in loss of the individual's share of our \$500 group deposit, plus a \$100 per person cancellation fee, plus any fees levied by hotels, transportation companies, and other retailers and vendors.
  - \*\*See "Schedule of Levied Fees" below

### **Within 15 days prior to departure: (12/11/18 – 12/26/18)**

- No refund will be given.

In the event Box 5 Events cancels any program, we receive a full refund including the group deposit.

### **Schedule of Levied Fees (listed by starting date of fee)**

- ~~9/15/18: Flight cancellation fees may apply (see terms below)~~
- ~~9/27/18: First night's hotel stay is non-refundable 90 days prior to departure~~
- ~~10/27/18: Entire hotel stay is non-refundable 60 days prior to departure~~
- ~~11/1/18: Game tickets are paid on 11/1 and are non-refundable after group ticket purchase~~

### **Bus Transportation Levied Fees**

Empty seat charges on buses are penalized upon registration.

- *Because the group pays for the bus, which is divided among all participants, when one cancels, it increases the cost by nearly \$2 for each person. If 10 people cancel, then it can increase the cost for the rest of the group by \$20 per person.*

### **~~Flight Cancellation Fees & Terms (Applies after 9/15/2018)~~**

- ~~Should any of the group blocks fall below the minimum group size of 10 within the utilization period, the entire deposit will be forfeited, and additional penalties may be collected.~~
- ~~The remaining flights will go to the new prevailing rate.~~

I understand that all cancellations must be made in writing to Box 5 Events, and submitted by the band staff to our travel coordinator. \_\_\_\_ (student initial) \_\_\_\_ (parent initial)

**ACKNOWLEDGEMENT OF TERMS: TRAVEL PROTECTION INSURANCE & LIABILITY**

Please see attached packet with Travel Protection Insurance information.

I understand that individual travel protection insurance has been offered to me. \_\_\_\_ (student initial)  
 \_\_\_\_ (parent initial)

I understand if I do not purchase individual travel protection insurance, I will not receive any compensation or coverage in the event of one or more of the following occurrences: trip cancellation, trip interruption, travel delay, lost/delayed baggage, accident/sickness medical expense, and any other instances listed on the *Travel Insured International* document included with this trip agreement packet. \_\_\_\_ (student initial) \_\_\_\_ (parent initial)

I understand that Sussex Technical High School, Ravens Music Boosters, Inc., and Box 5 Events are not responsible for any financial liability or obligation which I may incur due to transportation delays or cancelations, sickness, weather, or other circumstances. \_\_\_\_ (student initial) \_\_\_\_ (parent initial)

I understand that my participation is also subject to the Box 5 Events Terms & Conditions, which will be printed and provided to all participants. \_\_\_\_ (student initial) \_\_\_\_ (parent initial)

- I wish to purchase Travel Protection Insurance without CFAR (Cancel For Any Reason) - \$41.00
- I wish to purchase Travel Protection Insurance with CFAR (Cancel For Any Reason) - \$61.50
- I will not be purchasing Travel Protection Insurance.

**TRAVEL CONFIRMATION & ALTERNATIVE OPTIONS**

Check the box below that applies to your travel arrangement: *\*students may not drive themselves\**

- ~~Student will be flying to and from Atlanta with the band.~~
- Student will be driven to and from Atlanta by parents.
- Student will be driven to and from Atlanta by another band parent: \_\_\_\_\_

If you will be driving to and from Atlanta, and are able to provide transportation for additional students, please indicate how many students you can accommodate: \_\_\_\_ students

**TRAVELER INFORMATION**

The airlines require us to submit personal traveler information for each passenger. If you will be traveling with the band via flight, please fill out the following information:

<b><u>Last Name (legal)</u></b>	<b><u>First Name (legal)</u></b>	<b><u>Middle Name (legal)</u></b>
<b><u>Gender (M/F)</u></b>	<b><u>Date of Birth (DDMMMYYYY) (Example: 15AUG2017)</u></b>	
<b><u>Delta/American Frequent Flier Number (if none, leave blank)</u></b>	<b><u>*Redress Number (if applicable; if none, leave blank)</u></b>	<b><u>**Known Traveler Number</u></b>
<b><u>Emergency Contact Name</u></b>	<b><u>Emergency Contact Phone Number</u></b>	<b><u>Special Assistance/Wheelchair</u></b>

*\*Redress is a government issued number (Do Not Fly Over-ride). Most people will not have it.*

*\*\*Known Traveler = TSA Pre-Check or Global Entry ID*

**SIGNATURES**

By signing below, students and parents agree that they understand and agree to the the following:

- 1) The family of the traveling student is **financially committed** to the 2018 Chick Fil A Peach Bowl trip with the Sussex Technical High School Band Program and Box 5 Events. Unpaid balances will be handled as high school debts. Late payments or missed payments can potentially prevent me from being allowed to travel.
  
- 2) We (student & parents) have read all of the terms and conditions in this document. We understand what is expected of the student as a traveler in terms of conduct, responsibility, and following instructions throughout the trip.

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**Student – Print Name**

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**Student – Sign Name**

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**Date**

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**Parent/Guardian – Print Name**

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**Parent/Guardian – Sign Name**

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**Date**

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**Band Director Signature**

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**Date**