



Defiance College Men's Soccer Europe Trip 2012

Tour Cost & Payment Schedule

*Cost per person is = \$2,887 before fundraising

*The numbers of paying passengers may impact your per person costs. Variable expenses that can significantly impact a tour, e.g. bus transfers, # of games etc play a major role in fluctuation in land expenses. Daily currency fluctuations have impacted tours by as much as 35% more than 2003 comparable tours. For example, a tour costing \$2,200 in 2002 now costs comparably \$2775 per person.

*Payment checks must be made out to the following:

Harvard Sports Management Group
Reason: Defiance College Europe Trip

*Checks should be sent to the following to ensure the correct master list of attendees:

Alex VanderSluijs
701 N. Clinton St.
Defiance, OH 43512

How your Tour is Calculated:

AIRFARE: USD \$600 (estimate, based on September 15, 2011 deposit)

TAXES: USD \$450 (estimate, based on 18-Mar-11 rate)

LAND: Euro \$1,361 x USD \$1.35 = \$1,837

Fuel & Security

Surcharges: Added to Grand total at time of ticketing

SUB-TOTAL: \$600 + \$450 + \$1,837 = \$2,887 per person

Payment	Amount	Due Date
Initial Deposit – 1 st payment	\$750.00	September 15 th 2011
2 nd payment	\$750.00	February 1 st 2012
3 rd payment	\$750.00	April 15 th 2012
All balances	TBD	June 15 th 2012
Fuel Surcharge/Currency Adj.	TBD	June 15 th 2012

Participation

This trip is not mandatory by any means. As a staff we realize that not everyone will be able to go on this trip. Your participation or non-participation in this trip will in no way impact one's playing time or membership as a part of the Men's Soccer team. Also, it is encouraged that family members and friends go as well.

Fundraising & Commitment

Due to the stipulations given by the Harvard Sports Management group, we must know who is coming on the trip by September 15th and no later. As a program we will make a consistent effort to fundraise for this trip through the duration of this upcoming school year. If you are not participating in the trip you will not be required to fundraise.

Cancellation

Cancellations are only accepted in writing and come into effect on the date of receipt by Harvard Sports Management Group, Inc. Cancellation charges are as follows:

- *Cancel up to **October 1, 2011** – all money returned (less any documented non-reimbursable expenses)
- *Cancel after **October 1, 2011** but prior to **November 1, 2011** - \$100.00pp cancellation penalty
- *Cancel after **November 1, 2011** but prior to **January 1, 2012** - \$250.00pp cancellation penalty
- *Cancel after **January 1, 2012** but prior to **March 1, 2012** - \$500.00pp cancellation penalty
- *Cancel after **March 1, 2012** but prior to **May 1, 2012** - \$1,000.00pp cancellation penalty
- *Cancel after **May 1, 2012**- No Money Refunded

We strongly recommend application for “Cancellation Insurance”. Application forms will be provided on request from the traveler. –*Harvard Sports Management*

Passports and Lost Tickets

A passport is required to depart the USA for all international destinations. We will provide passport applications that can be filed at any US Post Office. Allow 8 weeks for processing.

You will need:

- (1) An ORIGINAL Birth certificate
- (2) A check for <18 years old \$40.00; >18 years old \$65.00
- (3) 2 forms of ID
- (4) A PASSPORT PICTURE (no substitutes)

*Harvard Sports keeps a duplicate record of all Airline ticket numbers. We also require that 2 copies of the individual passport be forwarded to group leader at the time of last payment.

–*Harvard Sports Management*

Credit Card Payments Please Read!

We accept credit card payments. However, for this tour we do not factor in the credit card percentage and thus charge the Bank rate of 2.8% surcharge for master card, visa and discover and 3.50% for American express to each payment. Credit Card payments will be taken over the telephone and a signature voucher will be sent to the passenger so that we have his/her authorization on file. –*Harvard Sports Management*