

WASHINGTON D.C.

Registration Information

February 26, 2014

Dear Parents/Guardians:

For the past 28 years, the 8th graders at Learwood have had the opportunity to participate in a class trip to Washington D.C. This year's trip, scheduled for October 22, 23 and 24, 2014, will mark our 29th trip!! Since we are planning a fall trip and are working under an extremely restrictive time schedule, your strict adherence to all deadlines and due dates is most critical and appreciated.

Registration for this year's trip must be made online. Please read all information carefully following all directions exactly and heed all dates and deadlines to help facilitate a smooth registration and planning process.

REGISTRATION

- **Online Registration**

Go to www.nowaktours.com and click "Traveler Login".

Enter **Trip ID: LWMSDC2014** and proceed with registering.

Please Note: **Online registrations are payable by VISA/MC/Discover ONLY.**

REGISTRATION DEADLINES:

All registration forms and fees must be received by Nowak Tour & Travel by **August 29, 2014.**

REQUIRED PAYMENTS AND DEADLINES:

- **March 3, 2014:** First payment of **\$150.00 due**
- **May 9, 2014:** Second Payment of **\$150.00 due**
- **August 29, 2014:** Final payment of **\$105.00 due**

ALL MONIES AND FORMS ARE TO BE SENT DIRECTLY TO NOWAK TOUR & TRAVEL. DO NOT TURN IN ANY MONEY OR REGISTRATION FORMS TO LEARWOOD.

***REFUND POLICY**

**Any cancellations made more than 30 days from the departure date will receive a full refund minus a \$25 processing fee. Any cancellations made inside of 30 days from the departure date will receive a full refund minus 50% of the total trip price.*

Additional information will be forthcoming, including details of a **required pre-tour meeting that is scheduled for Monday, August 25th at 7:00 in the High School Auditorium (PAC).** The attendance of all participants and one parent will be **mandatory**. Please add this date to your calendar.

The additional information at the meeting on August 25th will include: trip itinerary, luggage procedure, prescription and non-prescription procedure, student behavior and code of conduct, roommate assignment procedure, and other important information.

Once again, we are looking forward to this trip and hope the majority of our 8th grade students will be able to participate in this exciting, enriching and fun educational activity. We thank you in advance for your cooperation and timeliness in assisting us with this venture.

Sincerely,

Kevin Fitch
Supervising Teacher
(kevin.fitch@avonlakecityschools.org)

Brad Cocco
Assistant Principal

Vishtasp Nuggud
Principal



LEARWOOD MIDDLE SCHOOL PROUDLY PRESENTS WASHINGTON DC OCTOBER 22 – 24, 2014

Wednesday, October 22nd

- 5:45 am Students report to school – **340 Lear Road Avon Lake, Ohio 44012**
- 6:00 am Depart school in route to Washington; rest & meal stops will be made every 2-3 hours; lunch in route is included \$10 each (*rest stop, Oakmont MM48 along with a driver change / lunch Bedford, Breezewood and Sidling Hill MM147 & MM161, MM172; buses to split between fast foods*).
- 1:15 pm Arrive in Gettysburg for a time in the museum along with the film "Fields and Freedom" and the Cyclorama followed by a guided tour of the battlefields (*buses 1 – 3 museum, film, cyclorama, 4 – 6 tour and then switch – 1:30 pm – 4:30 pm*).
- 5:15 pm Dinner at Golden Corral (included) followed by a brief evening tour of the monuments, including the WWII, MLK, FDR and Jefferson Memorials.
- 9:30 pm Check into our hotel for a two-night stay:

Courtyard by Marriott
4641 Kenmore Avenue
Alexandria, Virginia 22304
703-751-4510

Private nighttime supervision is provided

Thursday, October 23rd

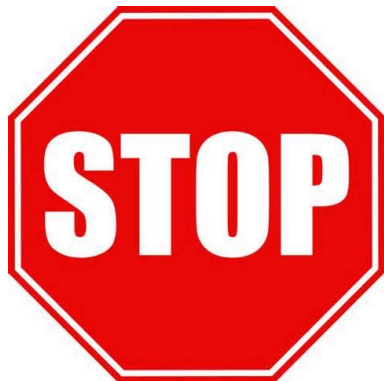
- 6:15 am Group wake up call.
- 6:45 am Breakfast at the hotel - (included, stagger by bus).
- 7:45 am Depart the hotel for Arlington Cemetery, the Tomb of the Unknown Soldier, the Changing of the Guard and the Kennedy gravesites, followed by a visit to the Iwo Jima and Air Force Memorials. Later this morning we have time on the National Mall and will split by bus groups; sites to include the National Archives, Lafayette Park and the White House for photo and souvenir stop, Air & Space, Natural and American History Museums; lunch today is included, \$15 each. (*buses 1 & 2, Air & Space, National Archives (public line), Natural & American, White House and souvenir shopping / buses 3 & 4, National Archives, Air & Space, Natural & American, White House and souvenir shopping / buses 5 & 6, White House and souvenir shopping, American & Natural, National Archives and the Air & Space*). Later this afternoon we will visit the Lincoln, Korean and Vietnam Memorials.
- 6:45 pm Board the Spirit of Washington for a student moonlight dinner cruise (included).
- 10:45 pm Return to the hotel ***Private nighttime supervision is provided***

Friday, October 24th

- 6:45 am Group wake up call.
- 7:15 am Breakfast at the hotel - (included, stagger by bus).
- 8:15 am Depart the hotel for a group photo at the Capitol Building (8:35 am) followed by a guided tour of the Capitol Building and a visit to the Library of Congress. Next, we visit the Newseum (*buses 1 – 3 Capitol tour (9:30 am, Library of Congress, Newseum / buses 4 – 6 Newseum, Capitol tour, (11:30 am Library of Congress)*)
- 1:30 pm Enjoy lunch at Pentagon City Food Court (included).
- 2:30 pm Depart Washington DC for home; rest and meal stops will be made every 2 – 3 hours; dinner in route is included, \$10 each (*rest stop Midway MM147 / dinner New Kensington and Cranberry MM48 & 28*)
- 10:00 pm Arrive back at school with many fond memories.

*****ITINERARY IN WASHINGTON MAY BE ADJUSTED TO SUIT GROUP NEEDS.**

ATTRACTIONS LISTED MAY NOT ALL BE SEEN DUE TO TIME CONSTRAINTS SUCH AS LONG LINES, TRAFFIC, INCREASED SECURITY, DRIVER HOURS OF SERVICE OR CLOSURES BEYOND OUR CONTROL .***



You MUST register online before any payments will be accepted.

Your online account gives you access to important trip documents and details, online payments, and more...

How Do You Register?

Registering is quick and easy. Go to www.nowaktours.com and click the “Traveler Login” link at the top right. Enter the **Trip ID** as displayed in the image to the left and then follow the included instructions to complete the registration.

Trip ID: LWMSDC2014

Group Name: Learwood Middle School

Destination: Washington DC

Trip Date(s): October 22 - 24, 2014

Trip Cost: \$405 per person*

*Any cancellations made more than 30 days from the departure date will receive a full refund minus a \$25 processing fee. Any cancellations made inside of 30 days from the departure date will receive a full refund minus 50% of the total trip price.

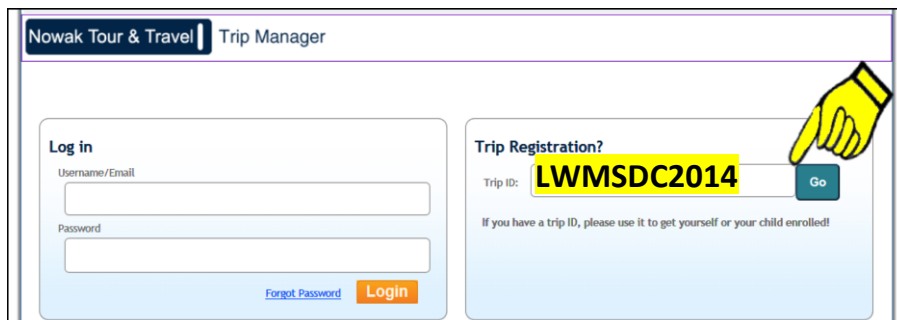
Payment Schedule

March 7, 2014	\$150
May 9, 2014	\$150
August 29, 2014	\$105

Nowak Tours Online Registration & Payment Instructions

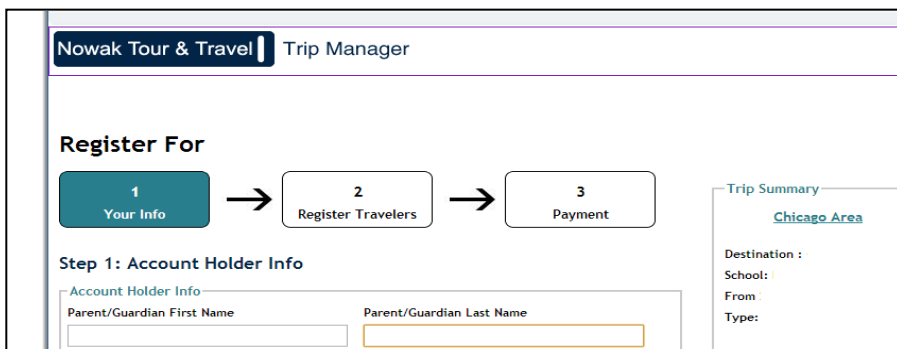
Follow these steps to register for the trip and make online payments. If you experience difficulties, feel free to contact our office for assistance at 877-293-4900. We accept Visa, MasterCard, and Discover.

Go to www.nowaktours.com and click the “Traveler Login” link at the top right. Enter the **Trip ID** displayed in the image to the right and select “Go”. Next you will see the first screen of the three step registration process.

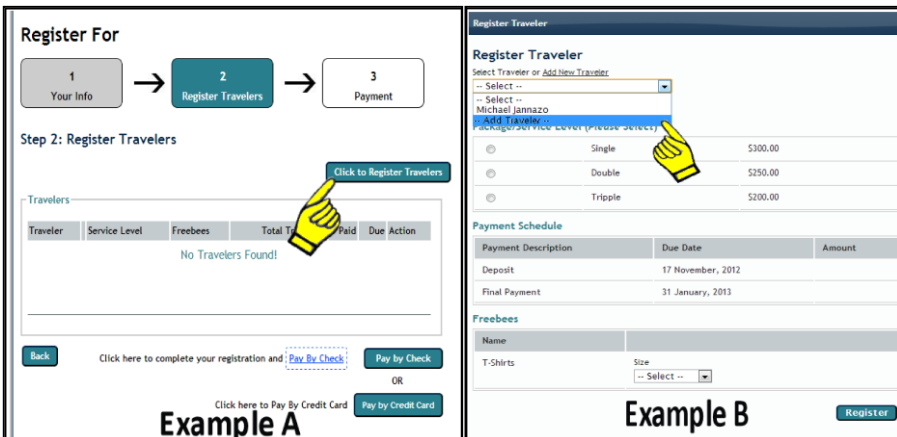


Step 1 – Account Holder Information:

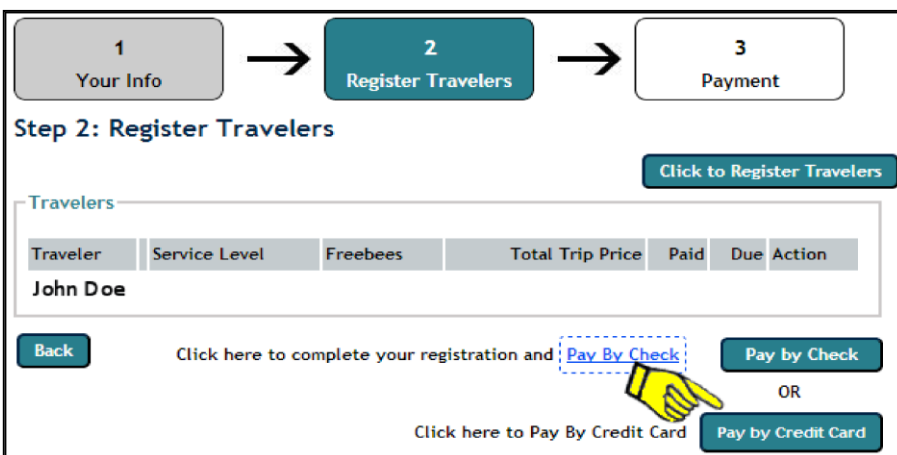
Enter your information (*NOT the student’s information*) and select the “Next Add Travelers” button and proceed to Step 2.



Step 2 - Traveler Information: Click on the “Click to Add Travelers” button as shown in *Example A* and next you will see *Example B*. Select yourself from the dropdown if you are going on the trip or select “Add Traveler” to add someone else. Fill in the traveler information and then click the “Add Traveler” button. Repeat the process if you need to add another traveler.



Step 3 – Payment: To pay by credit card, click the “Pay by Credit Card” button. Complete all of the requested credit card information and click the “Make Payment” button. Your trip registration is complete. *****To pay by check, click the “Pay by Check” button and then download and print the Check Payment Form by clicking “Home” and then click the “Trip Documents” button.*****





Deposit Amount

\$150

Deposit Due

3/7/2014

School	Learwood Middle School
Destination	Washington DC
Trip Date	October 22 – 24, 2014
Traveler Name	
Parent Name	
Phone	() -

Register at www.nowaktours.com to pay with Visa, MasterCard, or Discover, or make a check payable and mail to:

Nowak Tours
1395 Barn Run Dr
Valley City, OH 44280



-----Please tear at dotted line and return the completed form with your payment if paying with check-----



2nd Payment Amount

\$150

Payment Due

5/9/2014

School	Learwood Middle School
Destination	Washington DC
Trip Date	October 22 – 24, 2014
Traveler Name	
Parent Name	
Phone	() -

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Valley City, OH 44280



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Final Payment Amount

\$105

Payment Due

8/29/2014

School	Learwood Middle School
Destination	Washington DC
Trip Date	October 22 – 24, 2014
Traveler Name	
Parent Name	
Phone	() -

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