

HERITAGE ACADEMY  
CLASS TRIP  
OCTOBER 7-9, 2023  
TRIP #17017

# WASHINGTON, DC WITH KELLY TOURS



This exciting 3-Day Trip to Washington D.C. extends classroom education, allowing students to see, touch, and feel our Nation's Capital. Highlights of the tour include the great monuments and memorials, views of the White House and Capitol, the great documents of our country at the National Archives, Historic Ford's Theatre and more. The following provides further information:

## SCHEDULE

**OCTOBER 7:** Early morning departure from Heritage Academy and travel to Washington, DC. An AM drink and snack will be included along with rest stops as needed. Upon arrival in Washington, DC we enjoy an orientation tour of the city that includes stops at the Jefferson and MLK Memorials. Dinner is included tonight. Return to the hotel for the night - *Overnight security is included each night.*

**OCTOBER 8:** Breakfast is included daily at the hotel. This morning we meet our local DC guide and begin a full day of touring. This morning we enjoy a picture stop at the White House and Capitol followed by a visit to the National Archives. Next is a visit to Ford's Theatre. Lunch stop on your own before a monument and memorial tour that includes stops at the Lincoln, Korea, Vietnam and WWII Memorials. Enjoy free time to explore two of the Smithsonian Museums this afternoon, the National Museum of Natural History and the National Museum of American History. Dinner and bowling are included tonight at Pinstripes in Georgetown. Return to the hotel for the night.

**OCTOBER 9:** Breakfast and hotel check-out. Begin the day at Arlington Cemetery for the "Changing of the Guard" at the Tomb of the Unknown Soldier, with a stop at JFK's Gravesite. Today we also visit the Iwo Jima and Air Force Memorials before departing for home. Rest stops will be scheduled along the way as needed. Arrive back at Heritage Academy tonight after a great trip!



## PACKAGE PRICE

based on minimum 20 pd travelers  
\$759.00 pp

**Deposit:** \$150.00 per person  
due June 1, 2023  
non-refundable

**2<sup>nd</sup> Payment:** \$300.00 per person  
due August 1, 2023

**Final Payment:** Balance per  
person due September 1, 2023



SCAN TO MAKE  
PAYMENT AT  
[KELLYTOURS.COM](http://KELLYTOURS.COM)

**Includes:** Roundtrip motor coach transportation, meals as listed, lodging as listed, programs and activities as listed, evening program as listed, Kelly Tours Tour Director, 1:10 chaperone to student ratio, snack and drink along the way, travel arrangements, and all taxes.

**Please read the following terms and conditions carefully. By registering your student for the tour, you are agreeing to the terms listed on this flyer**

### **TRANSPORTATION**

Modern motor coach transportation will be provided for this tour conducted by Kelly Tours. The coach will be operated by an experienced driver and equipped with a DVD player and restroom. Rigorous cleaning and disinfection procedures are in place for all vehicles operated by Kelly Tours. Upon return from each tour, buses are fully disinfected with the usage of electronic mister technology which ensures full wrap around sterilization coverage of all surfaces. In addition to this cleaning, drivers and guides will disinfect surfaces throughout the bus during the actual tour daily. Hand sanitizer will be readily available onboard. For more information please visit our website on how Kelly Tours is dedicated to keeping travelers safe.

### **FOOD ALLERGIES**

Kelly Tours is compassionate to specific food requests and dietary needs. While we will make every effort to accommodate all requests, please be prepared to send alternate food options with your traveler if you have concerns with the group menus. A vegetarian option will be available for all meals. Please contact Kelly Tours at least 45 days prior to the trip departure with special dietary needs.

### **KELLY TOURS TOUR DIRECTOR**

A Kelly Tours representative will accompany the group to all destinations to oversee the trip and take care of all arrangements. This is an added feature that will allow the chaperones to handle their responsibilities.

### **GRATUITIES**

Gratuities for the driver and escort who accompany the group are not included in the package price. We recommend \$2 per person/per day for the driver and \$2 per person/per day for the escort as each will work hard to ensure that everyone has a great trip! Meal gratuities are included in your package price.

### **PAYMENT INFORMATION**

#### **Don't Turn Money into Teachers or the School!**

Please make all payments directly to Kelly Tours. Payments can be made online at [www.kellytours.com](http://www.kellytours.com) or by mailing a check to the address below. Make payments conveniently, set up an automatic draft and check the remaining trip balance online at the Kelly Tours website, visit [www.KellyTours.com](http://www.KellyTours.com) and click on the tab labeled online payments. First time visitors will need to create a Username and Password. Returning customers will login. Use the online help tool or contact Kelly Tours if you do not remember your Username or Password. You will search for your tour using the Trip Number on the first page of the trip flyer. Please make all check payments payable to Kelly Tours, Inc. and send with the sign-up form on the last page of this flier. Please include your driver's license number, student's/traveler's name and the trip number on your check. (A charge will

be incurred on all checks returned for insufficient funds. Questions concerning Express Checks can be directed to [www.expresschecks.org](http://www.expresschecks.org) or 912-355-8593).

### **CANCELLATION**

All payments listed on this flyer marked as non-refundable will be non-refundable should a traveler cancel for any reason. Cancellations received prior to the final payment due date will receive a refund of all payments aside from any payment marked as non-refundable. If a cancellation request is received after the final payment due date, all costs associated with attractions, food and lodging will be withheld from the refund. All other payments will be refunded through Kelly Tours. Written notice must be sent to notify Kelly Tours of cancellation to [kellytours@kellytours.com](mailto:kellytours@kellytours.com) with the subject line "Cancellation". The notice must include the traveler's name, the primary contact's name, telephone number, email and mailing address, group name and trip number. The refund will then be mailed out or credited back to the credit card used to make payment. Please allow up to two weeks after cancellation notice is received for the refund to be processed. If a tour cancels due to lack of participation, all payments will be refunded.

Should a tour be forced to cancel due to the closure of a destination because of a pandemic such as Covid-19 or any other special circumstance that prohibits the tour from happening all payments will be refunded minus 50% of the non-refundable portion of the tour plus any non-refundable payments made to vendors. Refunds will be issued once any, and all payments made to vendors have been recouped by Kelly Tours. Please allow a minimum of 3 months for this process to occur.

### **WAIT LISTS**

Availability is based on a first-come first-serve basis. If there are no available spots, travelers may be placed on a waiting list. Kelly Tours buses accommodate 50 passengers (including the chaperones and escort). An additional bus may be added to the trip (at the discretion of the school and Kelly Tours) if the waiting list exceeds 20 people by the final payment date. \*Some tours may be limited by special program availability, by the school or group leader. In these cases, registration will be based on a first-come first-serve basis.

### **KELLY TOURS, INC. - RESPONSIBILITY AND COMPULSORY ARBITRATION**

This form is important. It includes Terms & Conditions and releases Kelly Tours, Inc. from liability. By signing up for this trip all participants and parents or guardians of participants under age 18 agree to the terms of this form. I understand and agree that this Agreement shall constitute a binding contract between the undersigned and Kelly Tours, Inc. which for this contract includes its officers, directors, shareholders and employees, (collectively, "Kelly"). Except for certain buses and vans, Kelly does not own or operate any entity which is to or does provide goods or services for your program, including, for example, arrangements for or ownership or control over lodging facilities, airline, vessel, bus or other

transportation companies, local ground operators, visa processing services, providers or organizers of optional excursions, food service of any kind or entertainment providers, etc. All such persons and entities are independent contractors. As a result, Kelly is not liable for any negligent or willful act or failure to act of any such person or entity, or of any third party. Without limitation, Kelly is not responsible for any injury, loss, or damage to person or property, death, delay or inconvenience in connection with the provision of any goods or services occasioned by or resulting from, but not limited to, acts of God, force majeure, acts of war or civil unrest, insurrection or revolt, strikes or other labor activities, criminal, terrorist or threatened terrorist activities of any kind, overbooking or downgrading of accommodations, structural or other defective conditions in lodging facilities (or in any heating, plumbing, electrical or structural problem therein), mechanical or other failure of airplanes or other means of transportation or for any failure of any transportation mechanism to arrive or depart timely, dangers associated with animals, sanitation problems, food poisoning, epidemics or the threat thereof, disease, lack of, access to or quality of medical care, difficulty in evacuation in case of a medical or other emergency, or for any other cause beyond the direct control of Kelly. **COMPULSORY ARBITRATION.** Upon making payment for this trip, I agree that any dispute concerning, relating, or referring to this contract, the brochure, or any other literature concerning my program, or the program itself shall be resolved exclusively by binding arbitration in Savannah, Georgia, according to the then existing commercial rules of the American Arbitration Association. Such proceedings will be governed by substantive Georgia law.

\*By booking, financially committing to and physically traveling on a trip with Kelly Tours, passenger(s) do so at their own risk and will indemnify Kelly Tours and Kelly Tours employees in totality against any claim(s) resultant to any actual or perceived harm caused by potential exposure to Covid 19. In addition, passenger(s) will not hold Kelly Tours or Kelly Tours employees liable for any actual or perceived harm caused by potential exposure to Covid 19 during a trip.

### **QUESTIONS**

Feel free to direct any questions to the offices of Kelly Tours at (800) 442-6152 M-F 9am-5pm or online at [www.kellytours.com](http://www.kellytours.com).

#### **SAVANNAH OFFICE**

2788 US Hwy 80 W. Savannah GA 31408

#### **MACON OFFICE**

2303 Seventh St. Macon GA 31206

#### **CHARLESTON OFFICE**

6484 Savannah Hwy Ravenel SC 29470

#### **NORTH GEORGIA OFFICE**

5271 Mountain Center Plaza Lula, GA 30554

#### **NORTH FLORIDA OFFICE**

850737 Hwy 17 Yulee, FL 32097

\*By signing your registration form, you are giving us permission to use your child's photo for marketing and other promotional materials for the Facebook page and website. Please let us know if you have any concerns.

Please be sure to fill out the attached forms completely and send in with your payment. Failure to fill out the following forms could result in your payment being returned, improperly posted or the student could be denied space on the trip. Thank you!

**CANCELLATION** – All payments listed on this flyer marked as non-refundable will be non-refundable should a traveler cancel for any reason. All other payments will be refunded through Kelly Tours.

**OPTIONAL TRAVEL INSURANCE** – Please contact **Travel Insured International** directly at 1-800-243-3174 & reference Kelly Tours account #44945. Please confirm any cancel for any reason policies. Can also visit them online at: <http://www.travelinsured.com/agency?agency=44945>

**PLEASE READ THIS ENTIRE DOCUMENT THOROUGHLY. BY REGISTERING FOR THE TRIP AND MAKING THE INITIAL PAYMENT, YOU AGREE TO ABIDE BY THE TERMS AND CONDITIONS OUTLINED IN THE DOCUMENT ATTACHED.**

.....**Cut & send with payment**.....

**Final PAYMENT (Balance) due September 1, 2023**

**Heritage Academy Class Trip – Washington, DC (Trip#17017)**

Student's Name \_\_\_\_\_ Amount Sent \$ \_\_\_\_\_  
Parent's Name \_\_\_\_\_ Daytime phone number \_\_\_\_\_

.....**Cut & send with payment**.....

**2<sup>nd</sup> PAYMENT (\$300) due August 1, 2023**

**Heritage Academy Class Trip – Washington, DC (Trip#17017)**

Student's Name \_\_\_\_\_ Amount Sent \$ \_\_\_\_\_  
Parent's Name \_\_\_\_\_ Daytime phone number \_\_\_\_\_

.....**Cut & send with payment**.....

**Deposit PAYMENT (\$150) due June 1, 2023**

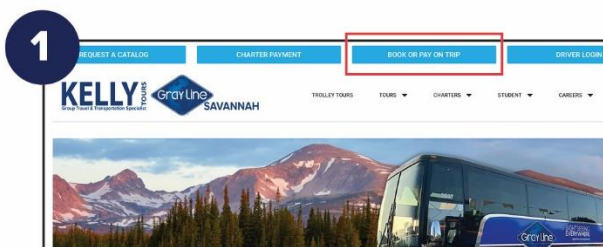
**Heritage Academy Class Trip – Washington, DC (Trip#17017)**

Student's Name \_\_\_\_\_ Gender (please circle one) Female Male  
Parent/Guardian Name \_\_\_\_\_  
Best Contact # \_(\_\_\_\_\_) \_\_\_\_\_ Email \_\_\_\_\_  
Emergency # \_(\_\_\_\_\_) \_\_\_\_\_ Special dietary needs \_\_\_\_\_  
Address \_\_\_\_\_ City \_\_\_\_\_ ST \_\_\_\_ Zip \_\_\_\_\_  
Amount of payment enclosed \_\_\_\_\_

***Deposit is non-refundable at any time for any reason, see cancellation policy above.***

# HOW PARENTS CAN SIGN UP THEIR STUDENT

1. Parents will log into their Kelly Tours account via our website, **kellytours.com**, by clicking the **“Book or Pay”** option at the top of the page. If they do not have an account with us, one can be created by clicking **“Register”** at the bottom on the sign in window.
2. Once logged in, they will enter the **tour number** into the search window at the top right of the page.
3. Parents will fill out their student’s information in the tour booking window.
4. If a parent has more than one traveler attending a trip, multiple travelers can be added by clicking the **“Add a Traveler”** button.
5. If available, parents can choose a payment plan that fits their budget.
6. Once a payment plan is chosen, they fill out their payment information using our secure payment window, review the tour information, and approve their student’s booking.



A screenshot of the 'Sign In' form. It includes fields for 'Email' and 'Password', a 'Forgot your password?' link, and a blue 'Sign In' button. Below the form is a red warning message: 'Please log in to continue'. At the bottom, there is a 'Don't have an account? Register' link, with the 'Register' text highlighted by a red box.

A screenshot of the 'Create an Account' form. It includes fields for 'Email', 'Password', 'Full Name', and 'Country' (with a dropdown menu set to 'United States').



A screenshot of the tour booking form for a 'Trip to Washington, DC'. The price is listed as '\$659' with a note 'Minimum deposit \$100'. The form includes a 'Travelers' section with a table for adding names and tickets, and an 'Emergency Contact' section with fields for name, address, and phone. The 'Add a Traveler' button is highlighted with a red box.

A screenshot of the payment plan selection screen. It shows three options: 'PAY AS YOU GO' with a \$100 minimum due today, 'MONTHLY' with a \$186 monthly payment, and 'BI-WEEKLY' with a \$70 payment every two weeks. The 'BI-WEEKLY' option is highlighted with a red box.

A screenshot of the 'Payment Details' page. It shows the total booking price of '\$659' and the payment schedule starting on 8/14/21. The page includes a 'Payment Method' section with a credit card icon and a 'Payment Schedule' section with a table of scheduled payments.