

Montana State Capitol

Kalispell 8th Grade

Trip Dates:

October 15 and 16, 2015

Group Leader:

Schreiner

Group ID:

5575

Destination:

Helena, Butte, Missoula

Tour Cost:

Based on quad occupancy **\$169.⁰⁰**
Price based on a minimum of 40 full-paying travelers per bus; price may increase if minimum requirement is not met.

Trip Inclusions:

- Round-trip ground transportation in private motor coach
- Quad hotel accommodations
- Activities per itinerary
- Meals: Dinner on day 1 and breakfast and lunch on day 2
- 24-hour emergency support
- Optional Trip Protection Plan for \$50

Important Enrollment Information:

Registration Due: **September 18, 2015**

Full payment due upon enrollment.

Payment is non-refundable.

Enrollment after September 18, 2015 is subject to availability.

For questions or more information:

Paul Belanger, Global Travel Alliance

(855) 204-7720

paul@globaltravelalliance.com

Or, Contact Mr. Schreiner or Mr. Taylor through the school.

**Although the school district is supportive of educational trips, this trip is in no way school-sponsored or a school-endorsed trip.*

Enrollment is only a few clicks away!

Visit www.globaltravelalliance.com/enrollment and enter your Group ID #5575 by **Oct. 1, 2015**



Thursday, October 15

- Arrive at Kalispell Middle School approx. 6:30 am
- Leave Kalispell approx. 7:00 am
- Lunch at local outdoor park in Helena (students bring own bag lunch)
- Half the group does the State Capitol tour
- Other half the group tours the Old Governor Mansion
- Groups switch
- Montana Historical Society Museum
- Dinner with member of MT State Legislature (pending)
- Evening fun at the Helena Carousel
- Check into Hotel
- Summarization/Discussion over Day 1 events and places

Friday, October 16

- Breakfast at hotel
- Leave Helena for Butte approx. 8:00 am
- World Museum of Mining
- Berkeley Pit overlook
- Lunch at Granite Mountain Overlook Memorial
- Leave Butte
- Arrive at Salish Kootenai College, Pablo
- Tribes of Flathead Valley Presentation, Indian games
- Alternative plan is to visit historical fort Missoula or tour the University of Montana Campus and Washington-Griz Stadium
- Return to Kalispell by approx. 6:00 pm

*Tentative Itinerary

Our TRIP PROTECTION PLAN (TPP) gives you peace of mind from your doorstep to your destination. Be it the ordinary or the significant, when the unexpected arises your investment is protected.

Premier Cancellation Policy: Written cancellation for any personal reason up to 24 hours prior to departure = 100% refund (less the non-refundable deposit and TPP fee). **Trip Delay/Interruption Coverage:** Covers additional accommodation and travel expenses due to travel delay/interruption including delays due to weather. **Medical Coverage:** Emergency Medical/Dental expenses that occur on your trip **Baggage Protection:** Covers essential items if checked baggage is lost or delayed for 24 hours or more

For your convenience, travelers are automatically enrolled in our Trip Protection Plan (TPP) for an additional cost of \$50 per person. You will have the option to decline during the online enrollment process.



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www.globaltravelalliance.com



INSTRUCTIONS FOR COMPLETING ONLINE ENROLLMENT

Website: www.globaltravelalliance.com/enrollment

STEP ONE: ENTER GROUP INFORMATION

In order to enroll yourself or son/daughter in a trip, you must visit the website above and enter your *Group Leader's Last Name* along with your *Group ID* number, which are both found on the enrollment flyer. Then click ENROLL.

STEP TWO: TRIP DETAILS / COST / BOOKING CONDITIONS REVIEW

In order to proceed past this step, you should review all of the details about the trip you are trying to enroll in. This includes the travel dates, destination, trip cost, deposit and payment guidelines, trip inclusions and the tentative trip itinerary. Once you have reviewed these details and the Global Travel Alliance Booking Conditions, check that box that you agree to the Booking Conditions. Then, click NEXT.

STEP THREE: CREATING A USER ACCOUNT

You will now need to create the user account you will log in to each time you want to make a future payment or review the trip details. To do this, you need your email address, first and last name (typically a parent or legal guardian if traveler is under 18 years old) and create a password. Your password must be at least 8 characters long and can be alphanumeric. Then, click NEXT.

STEP FOUR: ADD A TRAVELER

In this step, you are actually enrolling the traveler in the trip (typically this will be yourself or your son/daughter). For all persons traveling outside of the United States and for all persons 18 years of age and over, you need to enter their information exactly as it appears on their government-issued ID (passport or driver's license). Minors (17 years of age and younger) traveling exclusively within the United States do not require identification, but should enter their full legal name. If using a passport while traveling, please be sure to include all names that appear as these must be provided during the airline ticketing process. Also please verify that your date of birth is correct and list any medical conditions we may need to be aware of – don't worry, nobody else can see these! If you don't need to list any medical conditions, please leave this field blank. Once you have verified your information entered is correct, click NEXT.

STEP FIVE: PAYMENT

On this final screen, you will choose your method of payment – Deposit or Pay-In-Full and whether the traveler is a student or an adult. If you choose adult, please remember to mark whether you want double or single occupancy for your hotel room. The additional cost for your choice will be added to your total trip cost. If you choose to only make the deposit payment (plus the Trip Protection Plan fee, if enrolled), your payment schedule will be automatically generated by the system. **You are not enrolled on the trip, or guaranteed a spot on the trip, until we receive your deposit. After completing your deposit payment, please go back to your account and review that the deposit was posted.** You will have a payment due every 30 days from the date of enrollment (unless otherwise specified on your enrollment form) until the final payment due date. All payment amounts should be equal, except for the final amount which is for the balance of the trip. **Note: Your credit card will not be automatically charged for your payment each month. You must continue to log in to make timely payments.**

Once you enter your credit card and billing information, verify the information is correct and click SUBMIT. Your enrollment information and payment will be sent directly to us! You will also receive a *Transaction ID* number, which is confirmation of your payment.

Once your enrollment and payment are confirmed, simply click BACK TO ACCOUNT to view more trip details, including your individual payment schedule, payment history and see who else has enrolled in the trip. While logged into your account, you can also contact us directly if you have any questions about your account.

That's it! You'll soon receive written confirmation by email and letter from our office about your registration. Be sure to log in to your account frequently at www.globaltravelalliance.com/login using your email address and password created when you registered. If you ever forget your password or simply need it reset, simply click the *Forgot your Password* link and follow the instructions.