PORTLAND HIGH SCHOOL

95 High Street, Portland, Connecticut 06480

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September 5, 2017

Dear PHS Music Parents and Students,

We are very excited to announce that the Portland High School Band and Chorus will be traveling next spring to Virginia Beach, Virginia. The musicians will depart from PHS on the morning of April 12th and return on April 16th 2017.   While in Virginia, students in each ensemble will have the opportunity to perform for adjudicators and clinicians from around the country.

For budgeting purposes, the estimated cost of the trip is $895 for rooms with four students and $945 for rooms of three.  This includes transportation, accommodations, all taxes and gratuities, breakfast daily, two dinners, DJ dinner dance cruise and admission to attractions. Students should plan to bring spending money for souvenirs, lunch daily and travel meals.

Additionally, our tour company, Suburban Tours, has offered travel insurance to protect your investment in the trip in the event that a student has to cancel for reasons of unexpected emergencies and significant unforeseen events. Coverage for is $23.00 (basic) or $34.50 (cancel for any reason) per person.  (Please see enclosed flyer for more details about the insurance options.)  If you choose to participate, please fill out the attached waiver form and submit with your initial payment.

Suburban Tours requires interval payments in order to make arrangements and secure commitments for the various facets of the trip.   Consequently, deposits are divided into six installments.  The first payment of $195.00 payable to PHS Music is due no later than October 15tht.  If you choose to participate in the travel insurance, a **separate check** for the desired insurance coverage made payable to PHS and the waiver form are due with the first payment. Subsequent payments of $140 are due on the 15th of each month, ending in March 2018.  Initiating the deposit plan indicates a commitment to the trip, therefore any payments received after October 15th, are non-refundable.

In an effort to help defray the cost of the trip, there will be at least four individual fundraisers throughout the fall and winter this year, with the possibility of larger group fundraisers.  Money earned from these fundraisers will be held in escrow and may be used toward monthly payments or returned to the participant upon final payment.

Lastly, performing in Virginia Beach is not only an exciting opportunity but it is truly an honor.  Our ensembles will undergo a rigorous adjudication process and therefore will need to represent Portland in the highest standards of performance, behavior and participation.  Please review and sign the attached documents and return with the initial deposit.  We are looking forward to an unforgettable experience!

**All paper work must be returned with the initial payment.** Please feel free to contact either director with any questions at 342-1720.

Sincerely,

Kristin Novak Samuel Tucker