



[www.mayflowertours.com](http://www.mayflowertours.com)  
**Letter of Confirmation**

DATE:	January 14, 2016	GROUP NUMBER:	83162
(Please use this number when making all reservations.)			
GROUP NAME	Wheaton Park District	ATTN:	Laura Bessey
ADDRESS:	208 W. Union Avenue	CITY/STATE/ZIP:	Wheaton, IL 60187
TELEPHONE:	630-665-1415		
EMAIL:	<a href="mailto:lbessey@wheatonparks.org">lbessey@wheatonparks.org</a>	# of Seats	10

**Thank you for choosing Mayflower Tours!**

**Please sign and return within 5 business days in order to secure group space based on the pricing quoted.  
 Fax to (630) 960.3575**

**Space Review** – Space on the tour will be reviewed periodically and adjusted as required.

At 120 days prior to departure any unused space will be released and additional reservations will be on a space available basis.

**A Blue Christmas with Elvis Tour**  
**Featuring Elvis Holiday Tribute Show and Private Graceland Tour**  
**5 Days & 9 Meals**

<u>Departure Date</u>	<u>Return Date</u>	<u>Per Person Pricing</u>
December 5, 2016	December 9, 2016	Twin: \$1299      Single Add: \$309 Cancellation Fee Waiver: \$60

**ROUNDTrip TRANSPORTATION**

Complimentary roundtrip home or local pickup service available.

**COMMISSION**

10% commission is paid on land/cruise portion of the tour. Commission is earned on fully paid travelers and less of promotional savings.

**MARKETING ASSISTANCE**

Complimentary tour flyers and travel presentations are available. After the Letter of Confirmation is signed and returned we will create a personalized flyer for you to use to promote this tour. **The group information and pricing on the flyer will be your financial responsibility.**

**IMPORTANT DATE REMINDER**

**120 Days prior to departure** – Space is reduced to actual reservations held at Mayflower Tours. Additional reservations will be based on availability. A listing of your travelers (Group Finance Summary) will be sent to you for the purpose of proofing information on your reservations. Please return this in a timely manner with your signature affixed. Please advise us with all appropriate home or local pickup locations at the time of bookings. Changes to pickup locations will result in a \$25 revision fee.

**40 Days prior to departure** – Billing for final payment will be sent to your office. Name changes at this point may incur a penalty.

**30 Days prior to departure** – Final payments are due in our office.

**\*Our preferred method of payment for group travelers is by check.**

**PAYMENT, REFUND AND CANCELLATION POLICY**

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-Our preferred method of payment for group travelers is by check.

-Deposits and payment of the optional Cancellation Fee Waiver are to be paid within five business days after making the reservation.

With Cancellation Fee Waiver- \$260 per person deposit (for tours 9 days or less)

With Cancellation Fee Waiver - \$300 per person deposit (for tours 10 days or more)

Without Cancellation Fee Waiver - \$200 per person deposit

All payments for land tour will be refunded when cancellations are made up to 121 days prior to departure. If your traveler purchases the optional Cancellation Fee Waiver, they will be refunded all payments, including the deposit amount, less the cost of the Cancellation Fee Waiver provided we are notified of cancellation at least one day prior to departure.

-Final Payment is due 30 days prior to departure.

### **GROUP REFUND AND CANCELLATION POLICY**

All payments for land and cruise arrangements will be refunded when cancellations are made up to 121 days prior to departure. If you purchase the optional Cancellation Fee Waiver, you will be refunded all payments, including the deposit amount, less the CFW. Should your traveler choose not to purchase our Cancellation Fee Waiver, the following per person cancellation charges will be assessed:

Up to 121 days prior to departure	Full Refund
120 to 31 days prior to departure	Deposit Amount
30 to 7 days prior to departure	\$300 per person
6 days to 1 day prior to departure	\$400 per person
Day of departure	100% of tour cost
Early departure from tour	100% of tour cost

### **COMPLIMENTARIES**

Earn one (1) complimentary twin reservation, land only with 15 fully paid travelers. Commission is not applied on complimentary travel. No other coupons or savings may be applied. **Complimentary to be applied to the group leader only. Maximum of two (2) complimentary travels may be earned per tour.**

**No commission will be paid on cancelled bookings. Cancelled bookings will not count towards complimentary travel. Please see attached Terms and Conditions for deposit and cancellation policy.**

I understand and have read the attached General Information/Terms and Conditions.

### **MAYFLOWER TOURS**

Kim Hoffman 1.14.16

Kim Hoffman Date

Mayflower Tours

Group Sales Department

1225 Warren Avenue, P.O. Box 490

Downers Grove, IL 60515

Toll Free: (800) 728-0724 x243

Direct Line: (630) 435-8243

Direct Fax: (630) 960-3575

Email: [kimhoffman@mayflowertours.com](mailto:kimhoffman@mayflowertours.com)

WHEATON PARK DISTRICT

Laura Bessey 1/24/16 McBenn  
Date Exec Dir

Travel Presentation: April 18, 2016 at 10:00 a.m.

**Thank you for choosing Mayflower Tours!**

OFFICE USE ONLY

Exceptions

S.P.

Rev: 10/08/15 MRG



## Letter of Confirmation

DATE:	January 14, 2016	GROUP NUMBER:	83162
GROUP NAME:	Wheaton Park Distirct	ATTN:	Laura Bessey
ADDRESS:	208 W. Union Avenue	CITY/STATE/ZIP:	Wheaton, IL 60187
TELEPHONE:	630-665-1415		
EMAIL:	<a href="mailto:lbessey@wheatonparks.org">lbessey@wheatonparks.org</a>	# of Seats	10

*Thank you for choosing Mayflower Tours!*

Please sign and return within 5 business days in order to secure group space based on the pricing quoted.  
Fax to (630) 960-3575

**Space Review** – Space on both the land and air portion of the tour will be reviewed periodically and adjusted as required. At 150 days prior to the departure any unused space will be released and reservations will be accepted on a space available basis.

## Seven Wonders of Oregon 9 DAYS & 14 MEALS

Departure Date	Return Date	Per Person Pricing
August 12, 2016	August 20, 2016	<b>Land ONLY</b> Twin: \$2049    Single: add \$689 Travelers Protection Plan: \$150

### COMMISSION

10% commission is paid on the land portion of the tour and the Travelers Protection Plan. Commission is earned on fully paid travelers less promotional savings.

### AIR TRANSPORTATION

Round trip bulk group air from **Chicago, IL = \$775 per person**

Air prices are net non-commissionable and inclusive of taxes and fuel surcharges which are subject to change based on fuel prices. Air prices are guaranteed until 90 days prior to departure. Air rates within 90 days prior to departure will need to be provided by our air department. In order to hold a group air contract the airlines require a minimum of 10 travelers departing from the same city. Should the group fall below 10 we will honor the fare quoted but the air schedule may change. **Air itineraries may not be available until documents are received. Air seats are assigned by the airline for the entire group. Seat changes can only be attempted upon receipt of tickets and documents at which time availability may be limited. If specific seat assignments are vital to your reservation, we recommend individual air reservations rather than booking air with the group. If company air is canceled after final payment, all penalties will apply. See attached Terms and Conditions. NOTE: If Mayflower Tours is not providing air we must have air schedules 60 days prior to departure in order to provide transfers. Adding air schedules after 60 days will result in a \$25 revision fee per person.**

**Non-Refundable Air-EXCEPTION:** If non-refundable airline tickets are purchased and ticketed by the traveler or Mayflower Tours, the Travelers Protection Plan does not cover cost of airline ticket in the event of cancellation or return transportation benefit if you must return home early.

### ROUND TRIP AIRPORT TRANSFERS UPON ARRIVAL

FREE round trip airport transfers are included.

If providing your own air please refer to the brochure for specific time guidelines for return flights. These times must be adhered to in order to receive the group transfer to the airport. Should air be confirmed outside of the suggested time stated in the brochure your traveler will be responsible for the transfer cost and arranging the transfer to the airport for the return flight.

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## MARKETING ASSISTANCE

Complimentary tour flyers and travel presentations available. After the Letter of Confirmation is signed and returned we will create a personalized flyer for you to use to promote this tour. **The group information and pricing on the flyer will be your financial responsibility.**

## PAYMENT, REFUND AND CANCELLATION POLICY

-Our preferred method of payment for group travelers is by check.

-Deposits and payment of the optional Travelers Protection Plan are to be paid within five business days after making the reservation.

With Travelers Protection Plan - \$350 per person deposit

Without Travelers Protection Plan - \$200 per person deposit

All payments for land and bulk air arrangements (ticketed by Mayflower Tours) will be refunded when cancellations are made up to 121 days prior to departure. If your traveler purchases the optional Travelers Protection Plan, they will be refunded all payments, including the deposit amount, less the cost of the Travelers Protection Plan provided we are notified of cancellation at least one day prior to departure.

-Final Payment is due 60 days prior to departure.

## Should your traveler choose not to purchase our Travelers Protection Plan, the following per person cancellation charges will be assessed:

Up to 121 days prior to departure	Full Refund
120 to 61 days or more prior to departure	Deposit Amount
60 to 31 days prior to departure	20% of tour cost
30 to 15 days prior to departure	30% of tour cost
14 to 1 day prior to departure	40% of tour cost
Day of departure or early departure from tour	100% of tour cost
No refund on unused portions of the tour	

## COMPLIMENTARY

Earn one (1) complimentary twin reservation, land only with 15 fully paid travelers. The 16<sup>th</sup> travels free on the land portion of the tour only. Commission is not applied on complimentary travel. No other coupons or savings may be applied. **Complimentary to be applied to the group leader only.**

## IMPORTANT DATE REMINDER

**150 Days prior to departure** – Space on both the land and air portion of the tour will be reduced at this time to actual reservations held at Mayflower Tours. Additional reservations will be on a space available basis. Airfare is subject to change.

**90 Days prior to departure** – A Group Finance Summary will be sent to you for the purpose final payment bill and for proofing information on reservations. Please verify that names are correct as they appear on the travelers identification. Please return in a timely manner with your signature. **Name changes after ticketing will result in a change fee.**

**60 Days prior to departure** – Final payments are due in our office.

I understand and have read the attached General Information/Terms and Conditions.

## MAYFLOWER TOURS

Kim Hoffman 1.14.16  
Kim Hoffman Date

Mayflower Tours  
1225 Warren Avenue, P.O. Box 490  
Downers Grove, IL 60515  
Toll Free: (800) 728-0724 x243  
Direct Line: (630) 435-8243  
Direct Fax: (630) 960-3575  
kimhoffman@mayflowertours.com

## WHEATON PARK DISTRICT

Laura Bessey 1/24/16  
Date

M. Bernal  
EXC DIR

TRAVEL PRESENTATION DATE: April 18, 2016 at 10:00 a.m.

Thank you for choosing Mayflower Tours!

OFFICE USE ONLY

Exceptions \_\_\_\_\_

S.P. \_\_\_\_\_

REV:04/08/15 MRG



### Letter of Confirmation

DATE:	January 15, 2016	GROUP NUMBER:	83162
GROUP NAME:	Wheaton Park District	ATTN:	Laura Bessey
ADDRESS:	208 W. Union Avenue	CITY/STATE/ZIP:	Wheaton, IL 60187
TELEPHONE:	630-665-1415		
EMAIL:	<a href="mailto:lbessey@wheatonparks.org">lbessey@wheatonparks.org</a>	# of Seats	10, Cabins on ship are sold first-come, first-serve

**Thank you for choosing Mayflower Tours!**

**Please sign and return within 5 business days in order to secure group space based on the pricing quoted.**

**Fax to (630) 960.3575**

**Space Review** – Space on both the land and air portion of the tour will be reviewed periodically and adjusted as required.

At 180 days prior to the departure any unused space will be released and reservations will be accepted on a space available basis.

## **Tulip Time on the Romantic Rhine and Mosel River Cruise**

**Switzerland, France, Germany, The Netherlands**

**11 Days & 23 Meals**

<b>Departure Date</b>	<b>Return Date</b>	<b>Category</b>	<b>Per Person Twin</b>	<b>Single</b>
<b>April 23, 2017</b>	<b>May 3, 2017</b>	Riviera Deck	\$3599	Add \$1899
		Vista Deck	\$3999	Add \$2179
		Horizon Deck	\$4299	Add \$2349
		Grand Balcony Suite	\$4599	N/A
		Owners Suite	\$5599	N/A

**Mayflower Tours' Guaranteed Share Program is available on the Riviera, Vista, and Horizon Decks, not available in suites.**

**ROUND TRIP TRANSPORTATION:** Complimentary round trip home or local pickup service available.

**COMMISSION** 10% commission is paid on land/cruise portion of the tour. Commission is earned on fully paid travelers less promotion savings.

### **AIR TRANSPORTATION**

Round trip bulk group air from **Chicago, IL** = **\$1700 per person, twin** (\$850 per person, twin with 2-for-1 airfare offer)

**2-for-1 Airfare Offer:** Airfare will be in Economy Class. If traveler wants to be upgraded to a different class of service, an upgrade charge will apply. The 2-for-1 airfare is not applicable on complimentary cabins. Travelers with single accommodations will get free airfare. Travelers with Guaranteed Share accommodations will receive a credit of \$600 towards airfare. 2-for-1 Airfare is valid until 120 days prior to departure.

Air prices are net non-commissionable and inclusive of taxes and fuel surcharges which are subject to change based on fuel prices. Air prices are guaranteed until 90 days prior to departure. Air rates within 90 days prior to departure will need to be provided by our air department. In order to hold a group air contract the airlines require a minimum of 10 travelers departing from the same city. Should the group fall below 10 we will honor the fare quoted but the air schedule may change. **If company air is canceled after final payment, all penalties will apply. See attached Terms and Conditions.**

**Air itineraries may not be available until documents are received. Air seats are assigned by the airline for the entire group. Seat changes can only be attempted upon receipt of tickets and documents at which time availability may be limited. If specific seat assignments are vital to your reservation, we recommend individual air reservations rather than booking air with the group.**

**\*Non-Refundable Air-EXCEPTION:** If non-refundable airline tickets are purchased and ticketed by the traveler or Mayflower Tours, the Travelers Protection Plan does not cover cost of airline ticket in the event of cancellation or return transportation benefit if you must return home early.

### **ROUND TRIP AIRPORT TRANSFERS IN EUROPE**

FREE round trip airport transfers are included when bulk air is purchased and ticketed through Mayflower Tours.

If your traveler has purchased their own air or non-refundable air, round trip transfers are not included.

### **MARKETING ASSISTANCE**



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### PAYMENT, REFUND AND CANCELLATION POLICY

-Our preferred method of payment for group travelers is by check.

-Deposits and payment of the optional Travelers Protection Plan are to be paid within five business days after making the reservation.

#### Cruise Tour with Air\* Deposit Per Person Final Payment

• With TPP Coverage \$829 90 Days

• Without TPP Coverage \$400 90 Days

#### Cruise Tour Only Deposit Per Person Final Payment

• With TPP Coverage \$729 90 Days

• Without TPP Coverage \$400 90 Days

Mayflower Tours provides a special Travelers Protection Plan for River Cruises. Purchasing this plan will allow your travelers a full refund, less the cost of the Travelers Protection Plan, for cancellations due to covered reasons. **See attached plan information for details.**

**Should your traveler choose not to purchase our Travelers Protection Plan or cancel for a non-covered reason, the following per person cancellation charges will be assessed:**

Up to 91 days prior to departure Deposit Amount

90 days to day of departure 100% of tour cost

No refund on unused portions of the tour

### COMPLIMENTARIES

Earn one (1) free stateroom for two on Riviera Deck with 15 fully paid travelers or you may travel as a single. Commission is not paid on complimentary travel. No other coupons or savings may be applied. Complimentary to be applied to the group leader only. Maximum of two (2) complimentary staterooms per departure date.

### IMPORTANT DATE REMINDER

**180 Days prior to departure** – Space on both the land and air portion of the tour will be reduced at this time to actual reservations held Mayflower Tours. Additional reservations will be on a space available basis.

**120 Days prior to departure** – A Group Finance Summary will be sent to you for the purpose final payment bill and for proofing information on reservations. Please verify that names are correct as they appear on the travelers identification. Please return in a timely manner with your signature. Name changes after ticketing will result in a change fee. Additionally you will receive Traveler Information Forms for each group member. These must be filled out and returned before 90 days prior to departure along with a copy of the traveler's passport photo page.

**90 Days prior to departure** – Final payments are due in our office.

**No commission will be paid on cancelled bookings. Cancelled bookings will not count towards complimentary travel. Please see attached Terms and Conditions for deposit and cancellation policy.**

**I understand and have read the attached General Information/Terms and Conditions.**

### MAYFLOWER TOURS

Kim Hoffman 1.15.16

Sales Manager Date

Mayflower Tours

1225 Warren Avenue, P.O. Box 490

Downers Grove, IL 60515

Toll Free: (800) 728-0724 x243

Direct Line: (630) 435-8243

Direct Fax: (630) 960-3575

[kimhoffman@mayflowertours.com](mailto:kimhoffman@mayflowertours.com)

WHEATON PARK DISTRICT

Laura Bessey

Date

Travel Presentation Date: April 18, 2016 at 10:00 a.m.

**Thank you for choosing Mayflower Tours!**

OFFICE USE ONLY

Exceptions \_\_\_\_\_

S.P. \_\_\_\_\_

Rev. 12/21/15 MRG



### Letter of Confirmation

DATE:	January 15, 2016	GROUP NUMBER:	83162
GROUP NAME:	Wheaton Park District	ATTN:	Laura Bessey
ADDRESS:	208 W. Union Avenue	CITY/STATE/ZIP:	Wheaton, IL 60187
TELEPHONE:	630-665-1415		
EMAIL:	<a href="mailto:lbessey@wheatonparks.org">lbessey@wheatonparks.org</a>	# of Seats	10, Cabins on ship are sold first-come, first-serve

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## **The Legendary Blue Danube River Cruise** **Hungary • Slovakia • Austria • Germany • Czech Republic**

**11 Days & 23 Meals**

Departure Date	Return Date	Category	Per Person Twin	Single
September 6, 2017	September 16, 2017	Riviera Deck	\$3899	Add \$1799
		Vista Deck	\$4199	Add \$2039
		Horizon Deck	\$4399	Add \$2159
		Grand Balcony Suite	\$4599	N/A
		Owners Suite	\$4999	N/A

Add \$85 per person for port charges

**Mayflower Tours' Guaranteed Share Program is available on the Riviera, Vista, and Horizon Decks, not available in suites.**

**ROUND TRIP TRANSPORTATION:** Complimentary round trip home or local pickup service available.

**COMMISSION** 10% commission is paid on land/cruise portion of the tour. Commission is earned on fully paid travelers less promotion savings.

### **AIR TRANSPORTATION**

Round trip bulk group air from **Chicago, IL** = **\$1800 per person, twin** (\$900 per person, twin with 2-for-1 airfare offer)

**2-for-1 Airfare Offer:** Airfare will be in Economy Class. If traveler wants to be upgraded to a different class of service, an upgrade charge will apply. The 2-for-1 airfare is not applicable on complimentary cabins. Travelers with single accommodations will get free airfare. Travelers with Guaranteed Share accommodations will receive a credit of \$600 towards airfare. 2-for-1 Airfare is valid until 120 days prior to departure.

Air prices are net non-commissionable and inclusive of taxes and fuel surcharges which are subject to change based on fuel prices. Air prices are guaranteed until 90 days prior to departure. Air rates within 90 days prior to departure will need to be provided by our air department. In order to hold a group air contract the airlines require a minimum of 10 travelers departing from the same city. Should the group fall below 10 we will honor the fare quoted but the air schedule may change. **If company air is canceled after final payment, all penalties will apply. See attached Terms and Conditions.**

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### **ROUND TRIP AIRPORT TRANSFERS IN EUROPE**

FREE round trip airport transfers are included when bulk air is purchased and ticketed through Mayflower Tours.

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## MARKETING ASSISTANCE

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## PAYMENT, REFUND AND CANCELLATION POLICY

-Our preferred method of payment for group travelers is by check.

-Deposits and payment of the optional Travelers Protection Plan are to be paid within five business days after making the reservation.

### Cruise Tour with Air\*      Deposit Per Person      Final Payment

• With TPP Coverage      \$829      90 Days

• Without TPP Coverage      \$400      90 Days

### Cruise Tour Only      Deposit Per Person      Final Payment

• With TPP Coverage      \$729      90 Days

• Without TPP Coverage      \$400      90 Days

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**Should your traveler choose not to purchase our Travelers Protection Plan or cancel for a non-covered reason, the following per person cancellation charges will be assessed:**

Up to 91 days prior to departure	Deposit Amount
90 days to day of departure	100% of tour cost
No refund on unused portions of the tour	

## COMPLIMENTARIES

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Kim Hoffman      1.15.16  
Sales Manager      Date

Mayflower Tours

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S.P. \_\_\_\_\_

Rev. 12/21/15 MRG

WHEATON PARK DISTRICT

Laura Bessey      Date 1/27/16

Travel Presentation Date: To be determined