PRODIGY
STUDENT TRAVEL, INC.

The journey is the reward

Gahanna West Middle School
Washington, DC tour
May 14-17, 2024

Dear Parents:

Gahanna West Middle School, in conjunction with Prodigy Student Travel, Inc., is organizing an exciting trip to Washington, DC, set for May 14-17, 2024! This tour will give your student an opportunity to experience first-hand the excitement & history of our nation's capital!

Arrangements for the tour will be made through Prodigy Student Travel, a fully licensed and insured educational travel company based in Columbus, OH.

The trip package, priced at **$750** per student (based on **quad** hotel occup. & **40** min. paid per bus) includes the following: round-trip ground transportation, three (3) nights of accommodations, eleven (11) meals, including a sit-down dinner; tours of Arlington National Cemetery and the U.S Capitol Building; visits to the Smithsonian Museums, all of the major memorials, and more! This price also includes tour directors & night hotel chaperone staff, and all taxes & gratuities.

A non-refundable deposit of $110 per student is due to Prodigy Student Travel by **Fri. October 27, 2023.** Deposits and payments can be made by check or money order and mailed to the address at the bottom of the page, OR can be made online at www.prodigystudenttravel.com. **If paying by check or money order, please make payable to Prodigy Student Travel. ALL PARENTS MUST FIRST REGISTER THEIR STUDENT ONLINE AT WWW.PRODIGYSTUDENTTRAVEL.COM NO MATTER WHAT FORM OF PAYMENT IS ISSUED. If, for any reason, you are unable to register online, please call our office at 614-436-8747 so we can register you in an alternative way. Please note that registration for the trip will open *after* the virtual parent meeting on September 5th at 7p.**

The following is the established payment schedule (after deposit). These payments should be **made online or mailed directly** to Prodigy Student Travel at the address listed below by the following due dates:

Fri., January 19, 2024: $160 due
Fri., February 16, 2024: $160 due
Fri., March 15, 2024: $160 due
Fri., April 12, 2024: $160 due (final payment) *

Any fundraised money *earned should be credited to your child's account by February 9, 2024 – the total amount to be credited will be sent to you by GJPS by this date. PST will then post these amounts to your daughter/son's account by 2-12-24.*

INDIVIDUAL REFUND POLICY:
1) $110 deposit is non-refundable, 2) Beyond the non-refundable portion, as of 3-14-24, portion of trip costs refundable to PST will be refunded to customer if PST is notified up to 30 days before departure date, 3) refunds requested to PST within 30 days of departure date will be made at the discretion of Prodigy Student Travel.

Office address: 1001 High Street, Worthington, OH 43085-0688 **Mailing address:** PO Box 688, Worthington, OH 43085-0688
office: 614.436.8747 toll free: 877.845.1463 fax: 614.436-0788 www.prodigystudenttravel.com

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**** IF THE TOUR NEEDS TO BE CANCELED FOR SECURITY REASONS AT ANY TIME THRU 3-13-24, EACH STUDENT WILL RECEIVE A 90% REFUND OF THE TOTAL TRIP PRICE ($675), MEANING PST WILL RETAIN $75 PER STUDENT. GROUP CANCELLATION AS OF 3-14-24 WILL RESULT IN AN 87% REFUND OF THE TOTAL TRIP PRICE ($652.50), MEANING PST WILL RETAIN $97.50 PER STUDENT.**

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