

CAPITAL TOURS, INC.

6 Mary E. Clark Road, Unit 1 • Hampstead, New Hampshire 03841 • Tel. (978) 373-9140

www.capitaltours.net

Dear Parents:

Capital Tours, Inc., in conjunction with Holten Richmond Middle School, is pleased to announce our 2024 tour to Washington, DC. Students and chaperones will depart from the school on Tuesday, June 4, 2024 at 6:00 AM and will return to the school on Friday, June 7, 2024 at approximately 7:00 PM. While in Washington, their tour will be conducted by an experienced tour escort. Eight meals, transportation, lodging, admissions, guide fees, escort services, complete insurance (see below), evening activities, hotel/restaurant taxes and tips are included in the tour rate. In addition, security officers will be hired to provide extra security for the group each of the three nights they are at the hotel. Although a sample itinerary is attached, below are listed some of the highlights as well as the features offered by the contract with Capital Tours, Inc.:

- * Fully escorted tour from arrival the first day through departure the last.
- * Accommodations at the Best Western - Springfield, VA, with private bath, air conditioned on a **quadruple occupancy basis for students, double occupancy basis for adults.**
- * While in Washington, transportation will be aboard deluxe motor coach service, air conditioned with lavatory facilities.
- * Capital Tours, Inc. maintains liability insurance as required by N.T.A. Each member of your group is covered for up to \$5,000.00 for accidental medical, \$ 2,000.00 for medical and hospital expense due to illness, up to \$3,000.00 accidental death and dismemberment and \$1,000.00 for accidental dental.

The cost for this tour, including transportation, is **\$978 .00 per student**, based on capacity of the motor coaches.
The registration date of **December 8, 2023** has been established.

To Register: Please complete the attached registration card and return it with a **\$275.00 deposit (\$125.00 is non-refundable)** in the attached envelope by **December 8, 2023** **OR** you can go to www.capitaltours.net and register on-line. **Non-refundable amounts include annual operating expenses of Capital Tours, Inc. as well as any deposits paid to airlines, hotels, restaurants, etc. that cannot be recovered in the event of trip cancellation by the parent, school, natural disaster or declaration by any federal, state or local government entity and must be strictly enforced.** Second payment of \$325.00 is due on February 9, 2024. Final payment of \$378 .00 is due on April 12, 2024. Please make all checks payable to Capital Tours, Inc. and **MAIL** to:

Capital Tours, Inc.
6 Mary E Clark Drive, Unit 1
Hampstead, NH 03841

DEPOSITS MUST BE PAID IN ORDER TO CONFIRM YOUR CHILD'S PARTICIPATION

Parents wishing to pay by credit card **must first register** their child. You will then receive an e-mail confirming your child is registered. **Once you receive the second e-mail, containing your log-in information,** you will be able to make your payment securely on-line by logging onto -www.mycapitaltours.com.

PLEASE NOTE: If the deposit amount is not received - the registration will not be considered complete.

If your account ends up being overpaid due to fundraising or scholarships applied after your final payment is received, refunds will be issued by check 30 days prior to the trip departure date.

An optional Travel Protection Plan is provided by Travel Insured International for an additional fee. The cost is determined by which Protection Plan you purchase - STUDENT DELUXE OR CANCEL FOR ANY REASON. You will receive a link upon registration where you can go and make your purchase. Please contact Capital Tours at 978-373-9140 if you have any questions.

If you have any questions, please contact Mr. Tim McGraw at Holten Richmond Middle School or call Capital Tours, Inc. Monday through Friday from 9:00 AM to 4:00 PM. **PLEASE DO NOT FORWARD PAYMENTS TO THE SCHOOL.**

PLEASE NOTE: The following cancellation policy will be strictly adhered to:

Cancellations postmarked prior to April 12, 2024- forfeiture of \$125.00

Cancellations after April 12, 2024 will be subject to additional expenses incurred.

THERE WILL BE NO REFUNDS FOR CANCELLATIONS WITHIN TWO WEEKS OF THE TRIP DEPARTURE DATE.

PLEASE NOTE: There will be a \$20.00 fee for checks returned for any reason. Capital Tours is not responsible for items left at the hotel or on the motor coaches.

****Capital Tours reserves the right to modify the trip cost should the number of paying students (per bus) deviate significantly either higher or lower or in the event that motor coach fuel prices increase sufficiently to cause a fuel adjustment to the motor coach portion of the trip.**

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October 13, 2023

HOLTEN RICHMOND MIDDLE SCHOOL "PROPOSED" WASHINGTON, DC ITINERARY

Day 1	6:00 AM	Departure from school
Tuesday	12:30 PM	Lunch enroute (group's expense)
June 4, 2024	5:30 PM	Arrive at National Park and meet with escorts
	7:00 PM	New York Mets vs. Washington Nationals (\$20 added value to ticket for dinner in the park)
	10:30 PM	Check in at the Best Western - Springfield*
Day 2	6:45 AM	Breakfast at the hotel
Wednesday	8:00 AM	Arlington National Cemetery, Iwo Jima Memorial
June 5, 2024	10:30 AM	U.S. Capitol Building (exterior tour), group picture at the Capitol Building
	11:00 AM	National Air & Space Museum's - Steven F. Udvar-Hazy Center with lunch (\$20 stipend to be provided)
	3:00 PM	Lincoln Memorial, Vietnam Memorial, Korean War Veterans Memorial
	4:30 PM	Museum of American History
	6:00 PM	Dinner at the Pentagon City Mall (\$20 stipend to be provided)
	7:00 PM	Martin Luther King, Jr. Memorial, FDR Memorial, World War II Memorial, Jefferson Memorial
Day 3	7:00 AM	Breakfast at the hotel
Thursday	8:15 AM	International Spy Museum
June 6, 2024	10:30 AM	White House for picture taking
	11:00 AM	Lunch at L'Enfant Plaza (\$20 stipend to be provided)
	12:30 PM	U. S. Holocaust Memorial Museum Permanent Exhibit (if available)
	2:00 PM	Museum of African American History and Culture (if available)
	4:30 PM	Return to the hotel
	7:00 PM	Dinner Dance Cruise on the Cherry Blossom (waitlisted)
Day 4	6:45 AM	Check out of the hotel and depart DC
Friday	9:15 AM	Breakfast at the Delaware House (\$15.00 stipend to be provided)
June 7, 2024		Lunch enroute (group's expense)
	7:00 PM	Estimated time of arrival in Danvers

* Best Western - Springfield
6721 Commerce Street
Springfield, VA 22150
Tel. (703) 922-6100

REGISTRATION FORM

Name of Student _____ School HOLTEN RICHMOND MIDDLE SCHOOL _____
Home Address _____ City _____ State _____ Zip _____
Name of Parent _____ Parent Signature _____
Day Phone _____ Email Address _____

☐ Payment Enclosed

☐ Payment will be made via credit card / PayPal account

Registration will not be considered complete without payment of the initial deposit

Travel Protection can be purchased for an additional fee. Once registered you will receive a link to choose the plan you want.

Please make all checks payable to:

CAPITAL TOURS, INC.

6 Mary E Clark Drive, Unit 1

Hampstead, NH 03841

By submitting this registration and payment you acknowledge an initial \$ 125.00 nonrefundable deposit.

STUDENT TRAVEL PROTECTION



**TRAVEL INSURED
INTERNATIONAL**
A CRAM & FORSTER COMPANY

TRAVEL PROTECTION PLAN FOR STUDENT GROUPS

SCHEDULE OF INSURANCE BENEFITS AND OTHER NON-INSURANCE SERVICES

Benefit

Maximum Benefit Amount

Trip Cancellation**1	Up to 100 % of Trip Cost*
Trip Interruption***1	Up to 150% of Trip Cost*
Trip Delay – 6 hours	Up to \$2,500 (\$250 per day)
Missed Trip Connection – 3 hours	Up to \$500
Single Supplement	Included
Baggage and Personal Effects	Up to \$1,000 (\$250 per article)
Baggage Delay – 24 hours	Up to \$300
Medical Evacuation & Repatriation of Remains	Up to \$250,000
Accident & Sickness Medical Expense	Up to \$50,000
Political or Security Evacuation and Natural Disaster	
Evacuation	Up to \$150,000
Optional Cancel for Any Reason (CFAR)****	Up to 75% of Trip Cost*

Non-Insurance Worldwide Emergency Assistance Services

Included

*Up to the lesser of the Trip Cost paid or the limit of coverage on Your confirmation of coverage

**Trip Cancellation is not applicable when \$0 Trip Cost displayed on Your confirmation of coverage

***\$500 Return air ticket cost only if \$0 Trip Cost displayed for Trip Cancellation on Your confirmation of coverage

****CFAR is optional and available provided: 1. You purchase the Cancel for Any Reason Benefit within the Time Sensitive Period; and 2. You cancel Your Trip no later than 48 hours prior to the Scheduled Departure Date of Your Trip. This Cancel for Any Reason Benefit does not cover penalties associated with any Travel Arrangements not provided by Retail Travel Supplier or the failure of Retail Travel Supplier to provide the bargained for Travel Arrangements due to cessation of operations for any reason. This benefit is not available to residents of NY State. Additional costs and terms apply.

1 Trip Cancellation and Trip Interruption coverage only applies if trip is cancelled/interrupted by a covered peril.

PER PERSON RATES

Cost of Trip	Rates	With CFAR*	Cost of Trip	Rates	With CFAR*
\$0	\$10.00	N/A	\$5,001-\$5,500	\$230.00	\$345.00
\$1-\$250	\$26.00	\$39.00	\$5,501-\$6,000	\$252.00	\$378.00
\$251-\$500	\$32.00	\$48.00	\$6,001-\$6,500	\$273.00	\$409.50
\$501-\$1,000	\$46.00	\$69.00	\$6,501-\$7,000	\$293.00	\$439.50
\$1,001-\$1,500	\$63.00	\$94.50	\$7,001-\$8,000	\$337.00	\$505.50
\$1,501-\$2,000	\$83.00	\$124.50	\$8,001-\$9,000	\$382.00	\$573.00
\$2,001-\$2,500	\$105.00	\$157.50	\$9,001-\$10,000	\$403.00	\$604.50
\$2,501-\$3,000	\$125.00	\$187.50	\$10,001-\$11,000	\$446.00	\$669.00
\$3,001-\$3,500	\$145.00	\$217.50	\$11,001-\$12,000	\$488.00	\$732.00
\$3,501-\$4,000	\$167.00	\$250.50	\$12,001-\$13,000	\$531.00	\$796.50
\$4,001-\$4,500	\$187.00	\$280.50	\$13,001-\$14,000	\$573.00	\$859.50
\$4,501-\$5,000	\$208.00	\$312.00	\$14,001-\$15,000	\$616.00	\$924.00

The above rates are for trips up to 30 days. For each day over 30, add \$5.00 per person, per day. Maximum trip length is up to 60 days for all states, except Hawaii. Hawaii has a maximum trip length of up to 30 days. All of the above rates are for the plan which includes insurance and non-insurance services. The rates above do not apply to residents of Pennsylvania, California, Hawaii and Virginia.

*Optional Cancel For Any Reason (CFAR) benefit not available to residents of NY State.

Travel Insured Internatic
844-440-8
groups@travelinsured.i
www.travelinsured.i

EXCLUSIONS AND LIMITATIONS

Unless otherwise shown below, these exclusions apply to You, Your Traveling Companion, or Family Member scheduled and booked to travel with You.

The following exclusion(s) apply(ies) to the Trip Cancellation and Trip Interruption. We will not pay for any loss or expense caused due to, arising or resulting from: 1. a Pre-Existing Medical Condition, as defined in the policy.

The following exclusions apply to the Medical Expense benefits. We will not pay for any loss or expense caused due to, arising or resulting from: 1. routine physical examinations or routine dental care; 2. traveling for the purpose or intent of securing medical treatment or advice; 3. Elective Treatment and Procedures; 4. Normal pregnancy (except Complications of Pregnancy) or childbirth, except as specifically covered under Trip Cancellation or Trip Interruption or elective abortion; 5. a Mental, Nervous or Psychological Condition or Disorder unless Hospitalized or Partially Hospitalized while the policy is in effect; 6. Your participation in Adventure or Extreme Activities, riding or driving in any races, or participation in speed or endurance competition or events, except as a spectator; 7. Your participation in an organized athletic or sporting competition, contest, or stunt under contract in exchange for an agreed-upon salary or compensation. This does not include athletes participating in exchange for a scholarship or tuition.

In addition to any applicable benefit-specific exclusion, the following general exclusions apply to all losses and all benefits. We will not pay for any loss or expense caused due to, arising or resulting from: 1. suicide, attempted suicide or any intentionally self-inflicted injury of You, a Traveling Companion, Family Member or Business Partner booked and scheduled to travel with You, while sane or insane; 2. being under the influence of drugs or narcotics, unless administered upon the advice of a Physician as prescribed; 3. activities, losses, or claims involving or resulting from possession, production, processing, sale, or use of marijuana, illegal drugs, alcohol or substances are excluded from coverage; 4. war or act of war, including invasion, acts of foreign enemies, hostilities between nations (whether declared or undeclared), or civil war, except as the policy specifically provides otherwise; 5. the commission of or attempt to commit a felony or being engaged in an illegal occupation by You, a Traveling Companion, Family Member, or Business Partner; 6. directly or indirectly, the actual, alleged or threatened use, discharge, dispersal, seepage, migration, escape, release or exposure to any hazardous biological, chemical, nuclear radioactive weapon, device, material, gas, matter or contamination; 7. piloting or learning to pilot or acting as a member of the crew of any aircraft; 8. a loss or damage caused by detention, confiscation, or destruction by customs.

EXCLUSIONS AND LIMITATIONS apply to Baggage and Personal Effects, Musical Instruments, Baggage Delay, and Musical Instruments Equipment Rental: We will not provide benefits for any loss or damage for the following items: a. animals; b. automobiles and automobile equipment; c. boats or other vehicles or conveyances; d. trailers; e. motors; f. aircraft; g. bicycles, except when checked as baggage with a Common Carrier; h. household effects and furnishings; i. antiques and collectors' items; j. sunglasses, contact lenses, artificial teeth, dentures, dental braces, dental bridges, retainers or other orthodontic devices or earing aids; k. artificial limbs or other prosthetic devices; l. prescribed medications; m. keys, money, stamps and credit cards (except as otherwise specifically covered herein); n. securities, stamps, tickets and documents (except as coverage is otherwise specifically provided herein); o. professional or occupational equipment or property, whether or not electronic business equipment; p. telephones or wireless devices, computer hardware or software.

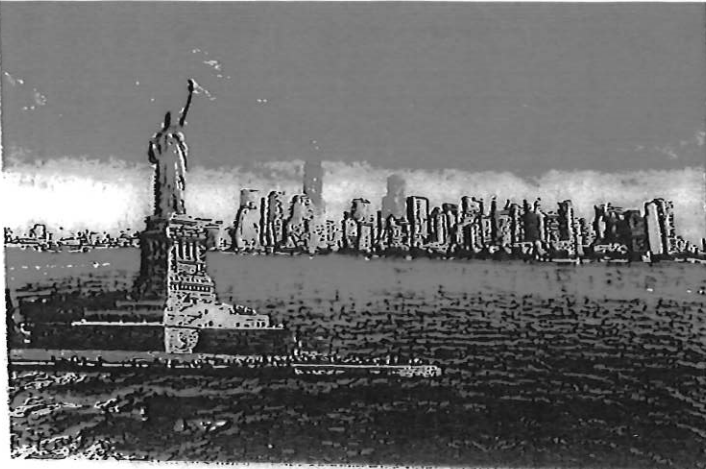
Losses not covered: We will not provide benefits for any loss or damage caused by or resulting from: a. breakage of brittle or fragile articles (except musical instruments); b. wear and tear or gradual deterioration; c. confiscation or appropriation by order of any government or custom's rule; d. theft or pilferage while left in any unlocked or unattended vehicle; e. property illegally acquired, kept, stored or transported; f. Your negligent acts or omissions; g. property shipped as freight or shipped prior to the Scheduled Departure Date; h. electrical current, including electric arcing that damages or destroys electrical devices or appliances.

Pre-Existing Medical Condition Exclusion Waiver!

The Pre-Existing Medical Condition Exclusion will be waived if the protection plan is purchased within the time sensitive period, and you are medically able and not disabled from travel at the time you pay the plan cost.

PLEASE REFER TO THE PLAN DOCUMENTS FOR A COMPLETE DESCRIPTION OF COVERAGE.

This advertisement contains highlights of the plans developed by Travel Insured International, which include travel insurance coverages underwritten by United States Fire Insurance Company, Principal Office located in Morristown, New Jersey, under form series T7000 et al, T210 et al and TP-401 et al, and non-insurance Travel Assistance Services provided by C&F Services. The terms of insurance coverages in the plans may vary by jurisdiction and not all insurance coverages are available in all jurisdictions. Insurance coverages in these plans are subject to terms, limitations and exclusions including an exclusion for pre-existing medical conditions. In most states, your travel retailer is not a licensed insurance producer/agent, and is not qualified or authorized to answer technical questions about the terms, benefits, exclusions and conditions of the insurance offered or to evaluate the adequacy of your existing insurance coverage. Your travel retailer may be compensated for the purchase of a plan and may provide general information about the plans offered, including a description of the coverage and price. The purchase of travel insurance is not required in order to purchase any other product or service from your travel retailer. CA DOI toll free number is 800-927-4357. The cost of your plan is for the entire plan, which consists of both insurance and non-insurance components. Individuals looking to obtain additional information regarding the features and pricing of each travel plan component, please contact Travel Insured International. P.O. Box 6503, Glastonbury, CT 06033; 855-752-8303; customer@travelinsured.com; California license #0113223. While Travel Insured International markets the travel insurance in these plans on behalf of USF, non-insurance components of the plans were added to the plans by Travel Insured International, and Travel Insured International does not receive compensation from USF for providing the non-insurance components of the plans.



Note to Parent: Don't Forget to Pack Travel Protection!

Being a parent can be extremely stressful. Letting your child travel without you is probably even further out of your comfort zone. Although you probably can't chaperone, you can consider travel protection for your child's trip.

Travel Protection Checklist Which situations might apply to your student?

Not all plans offer Cancel for Any Reason (CFAR), and CFAR is not available to residents of New York State

- ☐ The weather caused an overnight **flight delay** on the way to the final destination. Student Travel Protection may reimburse expenses paid to purchase meals and a hotel room near the airport for the night.
- ☐ A **family member is sick** with a long-term illness and the future is unknown. Student Travel Protection has Trip Cancellation or Interruption coverage that can reimburse your student's insured trip costs.
- ☐ The **airline lost your student's baggage**. Student Travel Protection can cover necessities like clothing and toiletries until he or she is reunited with their bags.
- ☐ Your child's **instrument gets damaged** on the plane. We can help cover the cost to replace their instrument.
- ☐ Your child just got the schedule for **sports tryouts**, and if they don't attend, they'll miss the season. Student Travel Protection can provide Cancel for Any Reason trip cost reimbursement in case the trip interferes with important dates.
- ☐ There is a family **medical emergency at home** and you need to get your child back home as soon as possible. Trip interruption may reimburse unused non-refundable travel arrangements and added transportation costs.
- ☐ Your child gets into an **argument with their friends** and doesn't want to go on the trip anymore. Student Travel Protection can include Cancel for Any Reason to reimburse their insured trip cost.
- ☐ Your child received their **report card**, and you're not too happy about it. Student Travel Protection can include Cancel for Any Reason for trip cost reimbursement in case you make the decision that the trip is off.

Non-Insurance Assistance Services (provided by OnCall International)

- ☐ Your child is shopping with friends when their **wallet with credit cards is stolen**. The assistance services help them report the theft and to cancel and replace the credit cards.
- ☐ Your child **misplaced their eyeglasses**. The assistance services can cover eyeglass replacement.
- ☐ The panic sets in when your child lost their **important prescription drug**. These services provide assistance to replace the medication.



**TRAVEL INSURED
INTERNATIONAL**
A CRUM & FORSTER COMPANY

**Worldwide Trip Protection and
24/7 Non-Insurance Assistance Services**

Insurance benefits are subject to limitations and exclusions, including an exclusion for pre-existing conditions.

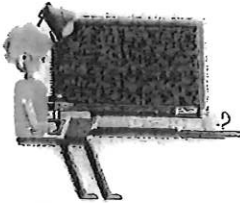
This document contains highlights of the plans. The plans contain insurance benefits underwritten by the United States Fire Insurance Company. C&F and Crum & Forster are registered trademarks of United States Fire Insurance Company. The Crum & Forster group of companies is rated A (Excellent) by A.M. Best Company, 2018. The plans also contain non-insurance Travel Assistance Services that are provided by an independent organization, and not by United States Fire Insurance Company or Travel Insured International. Coverages may vary and not all coverage is available in all jurisdictions. Individuals looking to obtain additional information regarding the features and pricing of each travel plan component, please contact Travel Insured at 800.246.3174.

4 Reasons You May Want Cancel for Any Reason for Your Student's Trip

The life of a student is eventful and unpredictable. A travel protection plan can reimburse for covered expenses, but what if you need to cancel for a reason not covered by the plan?

That's where the Cancel for Any Reason (CFAR) benefit comes in.

Here are some examples of common reasons a student would need to cancel their trip.



The Trouble-Maker

Your student gets in trouble at school and is no longer eligible to attend, per the school rules.

While your student will be in trouble, you won't be! CFAR can recover up to 75% of the insured trip cost.



The Overachiever

Your student qualifies for the big tournament (spelling bee, sports, etc.)! But the dates conflict with the trip they are supposed to go on.

You won't be at a total loss if they can't go on the trip since CFAR can reimburse up to 75% of the insured trip cost.



The Animal Lover

Your family pet gets sick or injured before the trip and needs veterinarian care. Your student wants to stay home now to be by their pet's side.

Luckily, CFAR can reimburse up to 75% of the insured trip cost.



The Tight Budget

Life happens, and sometimes travel plans need to take a backseat.

If you can no longer afford the trip, CFAR can help get up to 75% of your prepaid, nonrefundable trip costs back.

Cancel for Any Reason (CFAR) is not available to plan holders located in New York State.



**TRAVEL INSURED
INTERNATIONAL**

A CRUM & FORSTER COMPANY

Travel Insured Group Department
1-844-440-8113
groups@travelinsured.com

This piece contains highlights of the plans. The plans contain insurance benefits underwritten by the United States Fire Insurance Company. CF& and Crum & Forster are registered trademarks of United States Fire Insurance Company. The Crum & Forster group of companies is rated A (Excellent) by AM Best Company 2018. The plans also contain non-insurance Travel Assistance Services that are provided by an independent organization, and not by United States Fire Insurance Company or Travel Insured International. Coverages may vary and not all coverage is available in all jurisdictions. Individuals looking to obtain additional information regarding the features and pricing of each travel plan component, please contact Travel Insured.