January 4th, 2017

Dear Parents and Students,

 The Northwest School of the Arts Apparel/Costume Design and Technical Theatre Classes are planning a Field Trip to New York City. The trip is being planned through Good News Travels (Travel Agency). This will be a tremendous learning experience. Here is the information we have at this point.

DATES : April 20th – April 23rd, 2016 –Students will miss two days of school, Thursday and Friday, one A day and one B day. This is an approved field trip for students, therefore the days out of class do not count against them in any way and work can and is expected to be made up.

ACTIVITIES PROVIDED ON THE FIELD TRIP: See flyer attached.

Hotel: The Fairfield Inn: Fairfield INN and Suites

21 W 37th St

New York, NY 10018

212-730-6600

It is a great location for us and very close to most of our evening activities.

Transportation: We will be flying to NYC. The fare is about $275.00. Subway passes for four days will be included.

## RULES AND PROCEDURES: Students will be expected to follow designated rules. A rules and

 procedure sheet and a medical release form will be given out prior to the trip.

COSTS: Cost per student is approximately $1349 – but this all depends on fuel costs, the number of students actually going, and the cost of the transportation. Breakfast, lunch, and dinner will be provided (except at the airport on the way home), but spending money is NOT included.

DUE DATES FOR DEPOSITS AND PAYMENTS: Due dates will be set up – the first one will be $350 due

January 17th, the other two payments will be February 14th, and March 14th respectively. **We also ask that you pay ONLY by check to NWSA TAG. (Theatre Arts Guild is our booster club.)**

 There will be a minimum of two chaperones as long as the group does not exceed 16. Please know that all deposits made for the trip are NONREFUNDABLE after they are sent to NY. It is imperative that we follow our deadline dates when making payments to ensure the best possible seats, workshops, seminars, etc. for our money. As soon as money is sent in the shows will be booked, the sooner, the better!

 Please sign the contract on reverse. Signing this contract and bringing your first payment does not guarantee a spot on the trip. We will have to re-evaluate if our student numbers are over 16. We will return your first deposit if your child is not selected for this trip based on seniority, grades, recommendations, first-come first-served, etc. We do feel that this trip will be extremely rewarding for all students who participate. It also provides an opportunity to see and do many things in New York that directly relate to what we have studied during the year. Thank you for your interest.

 Sincerely,

 Lindsay Kelvington and Laura Hoffman