

To: Mr. Dunn, Superintendent of Norton City Schools

From: Kristen Wolfe, teacher of French

RE: Summer, 2013 Trip to Québec City (June 13<sup>th</sup>-16<sup>th</sup>)

Dear Mr. Dunn,

I, Kristen Wolfe, am formally proposing a trip to Québec City, Canada for students in French classes for the 2012-2013 school year . I believe it will be highly educational and will benefit these students both linguistically and culturally. The following information has been provided by *Uniropa Student Educational Holidays Inc.*

**Date of Travel: June 13<sup>th</sup>-June 16<sup>th</sup>, 2013**

**Mode of Travel: Flights from Cleveland to Quebec City and back**

**Nights of: June 13<sup>th</sup>, 14<sup>th</sup>, and 15<sup>th</sup> in Québec City**

**3 Nights/ 4 Days GUARANTEED space at one of the downtown four star hotels: Loews Le Concorde, Hilton, or Delta Québec**

**Estimated Cost per person:**

- 10-14 Paying Participants + 1 Teacher  
Chaperone Complimentary \$1675
- 15-19 Paying Participants + 1 Teacher  
Chaperone \$1505
- 20-25 Paying Participants + 2 Teacher  
Chaperones \$1445

**Cost Includes: All Applicable Government Taxes & All Applicable Restaurant & Hotel Taxes**

**Québec City Experience Package:**

- Air Transportation and Transfers
- Lodging
- All Entrance fees to activities & sight seeing
- Bilingual Uniropa Coordinator
- Bellman Service (in & out of hotel)
- Daily Breakfasts/Dinners
- Gratuities

- **Circus School**
- **Walking tour of Upper/Lower Québec**
- **Sugar Shack Dinner and Show (with transportation)**
- **Whale watching**
- **White water rafting**
- **Dinner at local restaurants**
- **Visits / Tours To:**
  - "Casse Cou" – Breakneck stairs
  - Quartier Petit Champlain
  - Notre Dame Basilica
  - Place Royale
  - Mortello Towers
  - Château boardwalk
  - Plains of Abraham
  - Cirque du Soleil's « École de Cirque » (Circus School)
  - St. Anne de Beau-Près
  - Observatoire de la Capitale
  - St. Lawrence River Crossing
  - Haunted Ghost Tour of Old Quebec
  - Baie St. Catherine
  - La Rivière Jacques-Cartier

**Accommodations:** Students are accommodated in quads and triples.  
**Teacher Chaperones** are accommodated in double rooms.

**Payment Schedule:**     **\$100 per person deposit due on October 20<sup>th</sup>, 2012**

**\$500.00 per person 2<sup>nd</sup> payment due on December 1<sup>st</sup>, 2012**

**\$500.00 per person 3<sup>rd</sup> payment due on January 23<sup>rd</sup>, 2013**

**Remaining balance due on March 27<sup>th</sup>, 2013**

**Thank you for your time and consideration. Any questions can be directed to Mademoiselle Wolfe!**

**Merci!**



Price Quote

**Uniropa Inc.**

*"Specializing in Québec Since 1962"*

## QUÉBEC CITY CLASSIQUE

September 4, 2012

Kristen Wolfe  
Norton High School

*Please review this proposal and get back to us at your earliest convenience. Make note, we need to hear from you as soon as possible in order to continue holding your **guaranteed** space. Keep in mind, transportation (air/ bus/ rail) costs fluctuate on a daily basis and may alter the final cost of the program - until on deposit.*

*We look forward to hearing from you at your earliest convenience ... **MERCI!***

**DATE OF TRAVEL :** June 13 - 16, 2013 (Thursday - Sunday)

**MODE OF TRAVEL :** Roundtrip Air : Cleveland – Québec City – Cleveland

**NIGHTS OF :** Québec City : June 13 / 14 / 15, 2013

3 Nights / 4 Days - **GUARANTEED** space at one of our downtown / centrally located hotel properties : Loews Le Concorde / Hilton / Delta

**PROGRAM COST :**

- 10 - 14 Paying Participants + 1 Teacher Chaperone Complimentary : **\$1,675 pp**
- 15 - 19 Paying Participants + 1 Teacher Chaperone Complimentary : **\$1,505 pp**
- 15 - 19 Paying Participants + 2 Teacher Chaperones Complimentary : **\$1,555 pp**
- 20 - 25 Paying Participants + 2 Teacher Chaperone Complimentary : **\$1,445 pp**
- 20 - 25 Paying Participants + 3 Teacher Chaperone Complimentary : **\$1,535 pp**

*Program Cost Subject to Change Until on Deposit*

**COST INCLUDES :** ALL Applicable Government Taxes  
ALL Applicable Restaurant & Hotel Taxes

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Email: [info@uniropatravel.com](mailto:info@uniropatravel.com)

Web: [www.uniropatravel.com](http://www.uniropatravel.com)

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# Uniropa Inc.

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## QUÉBEC CITY *(All Inclusive Costing with NO Hidden Fees) :*

### Standard in Our Program :

- **ALL** Transportation & Transfers
- Lodging at **Centrally Located/Downtown** Hotel (3)
- **ALL** Sightseeing and Activities *w/ Entrance Fees*
- Private Tour with Professional UNIROPA Tour Director
- Bell Service at Hotel (*In & Out*)
- Plain Clothed Hotel Security
- 1 **Single Room** for Single Chaperone (*if applicable*)
- Gratuities (*NOT Included for Coordinator*)

### Program Highlights :

- Orientation Walking Tour of **Upper/ Lower Québec**
  - Museums & Activities as Outlined
  - **Whale Watching** from Baie Ste-Catherine
- OR**
- **White Water Rafting** on Jacques-Cartier River
  - **École de Cirque** (*Circus School*) Workshop

### Authentic Québécois Meals :

- **FULL** American Breakfasts (3)
- Dinner and Show at **L'En-Tailleur Sugar Shack** (1)
- **Gourmet Dinner** at La Crémaillère (1)
- Dinner at Authentic Québécois Restaurant (1)

### • Visits / Tours To :

- "Casse Cou" – Breakneck stairs
- Quartier Petit Champlain
- Notre Dame Basilica
- Martello Towers
- Artillery Park
- Parliament Buildings
- La Citadelle
- Château Boardwalk
- Plains of Abraham

### ACCOMMODATION:

Students are accommodated in **quad rooms**. Teacher Chaperones are accommodated in **double rooms**. If a single room is requested, a single room supplement applies.

Paying adults (*parents or colleagues*) are welcome to join the group **at the same rate** as paying students. If a single or double room is requested, a single or double room supplement applies.

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### **PAYMENT SCHEDULE :**

*(Subject To Your Approval)*

\$100.00 per person *non-refundable* deposit due September 25, 2012  
\$500.00 per person 2<sup>nd</sup> payment due November 14, 2012  
\$500.00 per person 3<sup>rd</sup> payment due January 23, 2013  
Balance per person due March 27, 2013

*Dates will  
be pushed  
back  
pending  
board  
approval.*

Kristen, we value your business and will do our utmost to make sure your 2013 Québec program is a complete success, as well as a very memorable experience for your students!

If you have any questions/concerns/comments we are here to address them!

A la prochaine,

Miron W. Zelman  
President

Jason Zelman  
VP Operations

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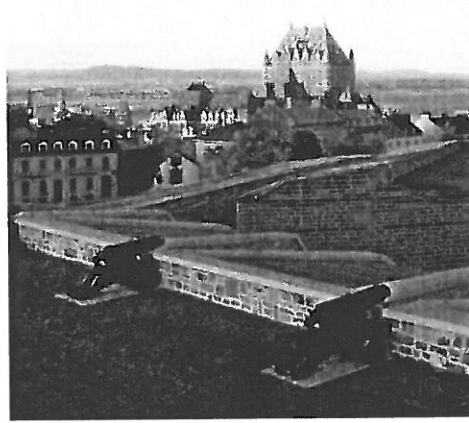
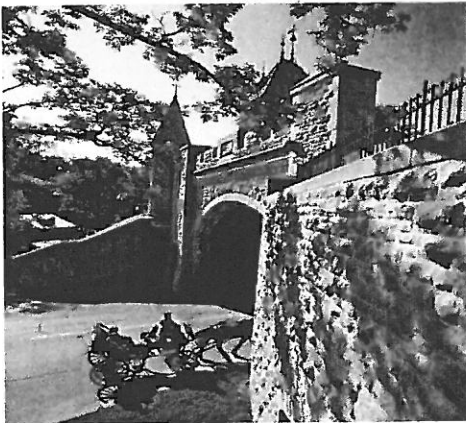
Agenda

"Specializing in Québec Since 1962"

# NORTON HIGH SCHOOL

## QUÉBEC CITY CLASSIQUE :

JUNE 13 - 16, 2013



### THURSDAY

JUNE 13, 2013

DAY 1

- 7:30 AM Meet at Cleveland Airport - check in at airline ticket counter
- 9:30 AM Depart Cleveland (*via Newark*)
- 2:28 PM Arrive Quebec City Airport / Collect luggage - Meet Uniropa Tour Director and transfer to your hotel
- 3:15 PM Arrive at your hotel - Check in and welcome orientation (*bellman handle luggage*).
- 3:45 PM Depart hotel with Uniropa coordinator - Enjoy a *guided walking tour* of Upper and Lower Québec

*You will visit Place Royale, Quartier Petit-Champlain, and other points of cultural and historical significance. Place Royale is the spot where the famous French explorer, Samuel de Champlain, decided to set up a colony that would later become Québec City. Therein, you will find Quartier Petit Champlain, one of the oldest quarters on the North-American continent. This area, steeped in history, is still home to many historical buildings which display 17<sup>th</sup> Century French architecture.*

- 6:00 PM Welcome *gourmet dinner* at one of Québec's finest restaurants
- 8:00 PM Visit and tour *Martello Towers "Le Militaire du Jour"* - Interactive activity on the Plains of Abraham. You will actively partake in defending the city as a soldier posted. Through this exercise, you will quickly understand first-hand the importance of a soldier's responsibility
- 11:00 PM Curfew (*Teacher's Discretion*)

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## FRIDAY

**JUNE 14, 2013**

## DAY 2

- 8:00 AM Breakfast at Le Parlementaire (*Bring Form Provided*) – INCL
- 9:15 AM Visit and tour Quebec's *Parliament Building* – The seat of Quebec's provincial government
- 10:00 AM Lunch & Personal Exploration in Old Quebec - Place Royale / Rue du Trésor / Notre Dame Des Victoires
- 12:15 PM Transfer by private coach from the hotel to École de Cirque (1:00 PM – 4:00 PM)

**\*Bring Athletic Clothing\***

- 4:15 PM Transfer by private coach from École de Cirque back to the hotel
- 6:00 PM Dinner at authentic French Canadian restaurant in Old Québec – INCL
- 8:15 PM Visit and tour *Artillery Park* – Enjoy a traditional tea ceremony while taking part in an interactive theatrical presentation in the officers living quarters! You will learn about 19<sup>th</sup> Century etiquette, life as an officer, and the historical context of Quebec "high society" in the early 1800's
- 11:00 PM Curfew (*Teacher's Discretion*)

## SATURDAY

**JUNE 15, 2013**

## DAY 3

- 8:00 AM Breakfast at local restaurant in Old Quebec - INCL
- 9:00 AM Depart from hotel by private bus for a **Whale Watching tour** (3 hour transfer)
- 12:30 PM Arrival at Baie Ste-Catherine – Prepare to board Le Cavalier des Mers
- 1:00 PM Depart on cruise – Admire the whales and learn from the naturalists on board
- 4:00 PM After the cruise transfer to L'En-Tailleur Sugar Shack (3 hour transfer)
- 7:00 PM Enjoy a specialty dinner and a show at L'En-Tailleur Sugar Shack – INCL

OR

- 7:15 AM Breakfast at local restaurant in Old Quebec - INCL
- 8:00 AM Transfer from your hotel by private coach for White Water Rafting (*also a 1:00 PM departure*)
- 9:00 AM **White Water Rafting** on the Jacques-Cartier River
- 1:15 PM Transfer by private coach from white water rafting back to the hotel
- 2:30 PM Lunch in Old Quebec
- 4:00 PM Visit and Tour *La Citadelle de Québec*, an active military garrison. Often referred to as the "Gibraltar of North America", this huge star shaped fort is built high on a cliff above the St. Lawrence River
- 6:30 PM Dinner at authentic French Canadian restaurant in Old Québec – INCL
- 8:00 PM Enjoy a *Joliet Disco Cruise* on the magnificent St. Lawrence River overlooking beautiful Québec City

OR

- 7:30 PM Experience a spooky *Ghost Tour* through the back streets of Québec – 400 hundred years of murders, executions, ghost sightings, and hauntings!
- 11:00 PM Curfew (*Teacher's Discretion*)

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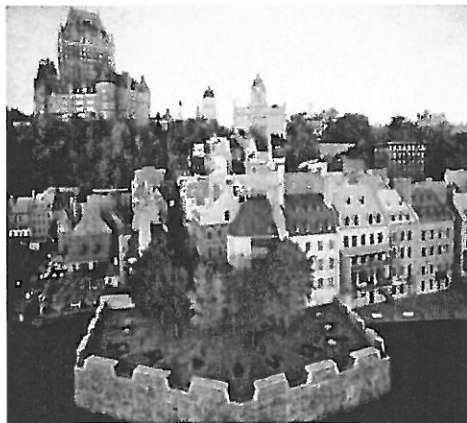
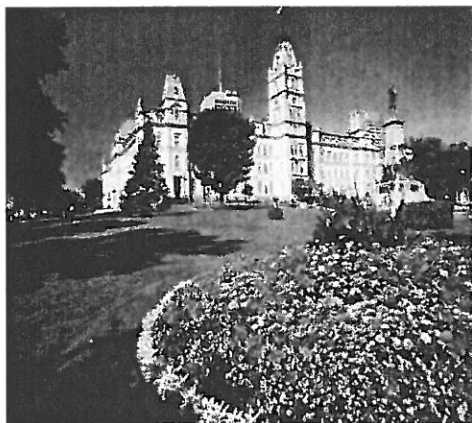
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**SUNDAY**

**JUNE 14, 2013**

**DAY 4**

- 9:00 AM Breakfast at local restaurant in Old Quebec - INCL
- 10:30 AM Return to hotel – Check out and store luggage with bellmen until departure
- 11:00 AM Personal Exploration in Old Québec - Last Minute Souvenir shopping & Photos
- 12:45 PM Return to hotel – Collect luggage and depart on private coach to the airport. Time to say goodbye to your coordinator!
- 1:30 PM Arrive at the airport - Check in at airline check in counter
- 3:15 PM Depart Quebec City *(via Newark)*
- 9:53 PM Arrive Columbus – Collect luggage & transfer home



**BON VOYAGE !!!**

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Travel Insurance /  
Travel Documents

## OPTIONAL INSURANCE OPTIONS

Time and time again, our clients tell us "I wish I had taken the travel Insurance". Life is full of surprises and we **strongly recommend** protecting yourself and your travel investment. We have the following insurance options available :

### **Comprehensive Travel & Medical Insurance :**

Comprehensive Travel Insurance for duration of program : Emergency Medical & Dental / Trip Interruption / Baggage Loss & Delay / Flight Delay & Missed Connection.

Cost Per Traveler : \$75 per student / Adult 0 - 69 : \$90 / Adult 70 - 79 : \$110 / Adult 80 + : \$145

#### **BENEFITS PER TRAVELER :**

#### **MAXIMUM BENEFIT AMOUNT :**

Trip Interruption	\$1,000
Trip Delay/Missed Connection	\$750
<b>EMERGENCY MEDICAL BENEFITS</b>	
<i>Accident/Sickness Medical Expense</i>	\$50,000
<i>Medical Evacuation/Repatriation</i>	\$500,000
Baggage/Personal Effects	\$1,000
Baggage Delay	\$250
24 Hour AD & D	\$25,000

### **Cancellation Waiver Fee (CWF) : \$50 pp**

**CWF "Cancellation Waiver Fee"** - Provides a refund in case of cancellation *35 days or more prior to travel*, regardless of reason for cancellation (*less applicable non-refundable transportation/supplier cancellation penalties and \$50 CWF*). **Must be purchased in conjunction with Comprehensive Travel & Medical Insurance. No refund 34 days or Less prior to departure.**

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## REQUIRED TRAVEL DOCUMENTS – TOURS TO CANADA

*On June 1, 2009, U.S. citizens returning home from Canada, by land or sea, will be required to present one of the travel documents listed below :*

### **Groups of Children :**

Beginning June 1, 2009, U.S. and Canadian citizen **children under age 19** arriving by land or sea from contiguous territory and traveling with a school group, religious group, social or cultural organization, or sports team, may also present an original or copy of his or her birth certificate, a Consular Report of Birth Abroad, a Naturalization Certificate, or a Canadian Citizenship Card.

The group should be prepared to present a letter on organizational letterhead with the following information:

- *The name of the group and supervising adult.*
- *A list of the children on the trip and the primary address, phone number, date of birth, place of birth, and name of at least one parent or legal guardian for each child.*
- *A written and signed statement of the supervising adult certifying that he or she has obtained parental or legal guardian consent for each participating child.*

### ***PARTICIPANTS TRAVELING FROM THE UNITED STATES TO CANADA BY AIR ARE REQUIRED TO HAVE PASSPORTS***

### **Adults / Teacher Chaperones :**

- U.S. PASSPORT
- U.S. PASSPORT CARD
- ENHANCED DRIVER'S LICENSE (EDL)
- TRUSTED TRAVELER PROGRAM CARDS

### **For more details or information :**

WHTI : <http://www.getyouhome.gov>

Passport : <http://travel.state.gov>

Nexus : <http://www.cbp.gov>

Passport Card : <http://www.travel.state.gov>



About Uniropa

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"Quality Educational Excursions Since 1962"

## What makes **UNIROPA** different from other student travel companies ... ?

- We are the only **privately owned and family operated** student travel company left in the market (*ALL of our competitors are "BRANDS" of major travel corporations*). Our independence allows us to make on the spot decisions with *complete control*, keeping *you*, our client, in mind and not the bottom line. Rest assured, we offer the same protection as any large travel conglomerate.
- **WE OPERATE OUR OWN PROGRAMS** – Unlike most other Quebec "Specialists", we **DO NOT** outsource your business to local guide companies. From the minute you confirm with us, we handle **ALL** aspects of your program (*planning/logistics/on site program*) until you return home!
- We are **FULLY APPOINTED** and bonded by **ALL** North American and International travel associations:
  - **TICO** (*Travel Industry Council of Ontario*): Guaranteed up to \$5,000.00 pp in case of Uniropa's or any of our suppliers default.
  - **IATA** (*International Association of Travel Agents*): This protects the traveler on any air carrier for a full credit or refund on the air ticket and luggage loss.
  - **ASTA/ACTA**: Canadian and US Associations of Travel Agents which also protect the traveler in case of supplier default.
  - **Better Business Bureau**
- We do not offer 5, 10, 20, or even 50 destinations. It is impossible to be an expert for every destination. We **specialize** in what we do best. We know our suppliers well and we keep a watchful eye over **each program** to ensure its success. We rely on repeat business, as attested by 160,000 satisfied students and teachers over the past 50 years.
- **WE USE DOWNTOWN / CENTRALLY LOCATED 4 STAR HOTELS EXCLUSIVELY:**
  - Provides security, service, comfort, and peace of mind
  - Our hotels are clean / safe / convenient / no bus transfers to/from points of interest
  - We guarantee our hotels at time of deposit, our competitors **DO NOT !!!**

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***"Quality Educational Excursions Since 1962"***

- **ITINERARY:** Our programs are custom made and highlight the unique culture, people, and language of Quebec. Our programs are also **FULLY COMPREHENSIVE** – meaning no plus pluses on location!
- **RESTAURANTS:** Our programs feature quality meals at local authentic restaurants that highlight the unique cuisine of Quebec.
- **WE HAVE 50 YEARS OF TRAVEL EXPERIENCE :**
  - Our mission is to provide exceptional personal service
  - Our programs are high quality, educational, cultural, engaging, and **FUN**
  - We handle **ALL** arrangements (*Air / Bus / Rail / Hotel / Activities / Transfers / Restaurants / Coordination*)
  - **Full time / bilingual professional tour coordinator**
  - **OUR STAFF BELIEVES THAT THE IMPOSSIBLE JUST TAKES A BIT LONGER !!!**
- **DEPOSITS / MONEY:** deposits are kept in Uniropa's Trust Accounts offering you financial security and peace of mind !
- **LIBILITY INSURANCE:** Uniropa carries a *5 MILLION DOLLAR* policy to protect you and your school board !!!
- **NEVER BE DIRECTED TO A VOICEMAIL:**
  - Our office is open Monday – Friday from 9:00 AM – 5:00 PM EST
  - We are always available to address your questions and concerns
  - You are our client and you **deserve** our attention!

*As a wise consumer, you are aware that when something sounds too good to be true, it usually is! If there is a tremendous difference in price between one company and another – ask yourself WHY? Ultimately, you get what you pay for and it comes down to "Buyer Beware" because :*

*"The bitterness of poor quality and service remains long after the sweetness of low price is forgotten"*

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