

SONSHINE EDUCATIONAL TOURS, INC.

Teacher/group leader
You're School
1234 Main Street
City, State, Zip

Dear Teacher,

Sonshine Educational Tours has been serving teachers with their student travel for over 25-years. We specialize in student travel to Washington DC. Our commitment to quality student travel is evidenced in that we have our own licensed Washington DC tour guides on staff which is unique among educational tour companies.

Our tour packages to Washington DC include all meals listed on your itinerary, deluxe motor coach transportation while in Washington DC, Hotel accommodations at Marriott or similar, a licensed Washington DC tour guide that takes care of all your group needs for the entire trip in Washington and provides relevant, age appropriate and interesting commentary while touring, all admission fees to listed attractions, all gratuities, and complimentary passage for one teacher for every ten paying passengers.

Your initial package may not include airfare. Many airlines require a non-refundable deposit to book groups which guarantees your rates. Once your group is ready to make a deposit we will book your airline and send a revised proposal that includes airfare. If you approve of the rate and schedule then we will request a deposit from your group to hold this space. This is usually within one - two weeks of booking the airline. Once we book your flight and send you the revised proposal we guarantee the rates as long as the deposit schedule is met.

Our friendly and knowledgeable staff and tour guides are very flexible to ensure that we meet your educational goals. You may call (1-800-247-2590) or email us (sales@sonshinetours.com) to customize your trip.

A field trip to Washington DC with Sonshine Educational Tours will be a memory that will last a lifetime for your students.

Thanks very much.

Sincerely,

The Sonshine Family



SONSHINE EDUCATIONAL TOURS, INC.

December 9, 2010

YOUR SCHOOL
WASHINGTON DC/MT. VERNON
DATE OF TRIP

SAMPLE ITINERARY THREE DAY TRIP/itineraries also available for 4 and 5 days and can include Williamsburg, Jamestown, Yorktown, Monticello and Luray Caverns.

First day

Lv: (We can arrange bus transportation for your group from your school to the airport)

Morning flight to Washington Area Airport
(Not included)

We will be met by deluxe Motor Coach (We feature quality motor coach transportation in Washington DC from Premier, Worldwide, Quality Tours and Haymarket)

1 - 56 passenger motor coach, DVD & Stereo equipped

Visit Mt. Vernon, the home of George Washington	----
*Lunch included at the Mt. Vernon Inn	3:00 p.m.
Choice of either American History Museum	3:30 p.m.
or the Natural History Museum	5:30 p.m.
Visit the Jefferson & F.D.R. Memorials	6:00 p.m.
	7:00 p.m.
Dinner at Uno's Union Station	7:30 p.m.
	8:30 p.m.

Check in at deluxe Marriott or equivalent

*We generally book hotels just outside the beltway to reduce cost. We can also book within the beltway at your request.

****Actual itinerary will depend on flight schedules. Our tour guides are dedicated to making sure your group makes the most out of your time in Washington DC, while at the same time being sensitive to your priorities.***



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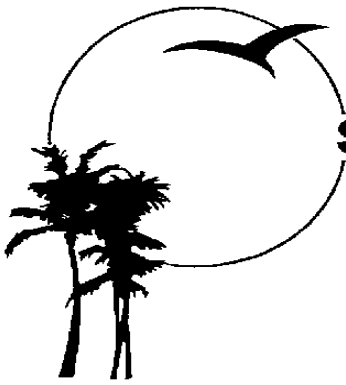
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Second Day

Breakfast at the hotel	7:00 a.m. 8:00 a.m.
Visit the Supreme Court or the Library of Congress Jefferson Building	9:00 a.m. 10:00 a.m.
Tour of the US Capitol	10:15 a.m. 12:15 p.m.
Lunch on top of Library of Congress for a view of Washington	12:30 p.m. 1:30 p.m.
Visit the Holocaust Memorial Museum - see "Daniel's Story" *middle & High School students we would recommend the permanent exhibits, subject to availability	2:00 p.m. 3:00 p.m.
Tour of Arlington Cemetery - *see the Changing of the Guard at the *Tomb of the Unknown Soldiers *Iwo Jima	3:30 p.m. 5:30 p.m.
Tour of Lincoln, Viet Nam and Korean Memorials	5:45 p.m. 6:45 p.m.
Dinner at Hard Rock Café	7:30 p.m. 8:30 p.m.
Return to the hotel for the night	

SONSHINE FEATURED RESTAURANTS: Uno's (Georgetown, Alexandria & Union Station) Friday's (Alexandria & Rockville) Vie de France (Washington DC), Hard Rock Café (Washington DC), Country Buffet (Mt. Vernon, Gaithersburg) and Four Provinces (Fall Church)



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Third Day

Breakfast at the hotel	7:00 a.m.
	8:00 a.m.
Visit the White House**	9:00 a.m.
	10:00 a.m.
See the Ford Theatre where Lincoln was shot & The Peterson House where he died	10:15 a.m.
	11:30 a.m.
Air & Space Museum *lunch included	12:00 p.m.

Check in at Airport 2-hours prior to your flight

Flight information to be announced

*Pick up supper to carry on flight, included

Bus transportation from airport to school if the school requests

****The only way to visit the White House is for the group to contact their representatives for a tour; if this is not obtained, we will do a perimeter tour.**

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Included:

- Personally escorted by licensed Washington DC Sonshine tour guide
- Deluxe transportation by school board approved buses, DVD & stereo equipped
- Deluxe accommodations as per itinerary based on
 - *quad occupancy for students
 - *double occupancy for teachers
- All admissions
- Meals as per itinerary
- All gratuities
- All parking and tolls
- Complimentary passage for teachers based on one for ten paying passengers; other adults above that ratio would need to pay the adult rate

MIDDLE AND HIGH SCHOOL WOULD INCLUDE HOTEL SECURITY

NOT INCLUDED:

- Luggage fees charged by the airline
- Airline



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Trip Enhancement Options:

	Add per person
• Custom Sonshine t-shirts	\$7 per shirt
• Group photo in front of Capitol	\$12.50
• Trip video	\$11
• Newseum	\$10/\$15 for adults*
• International Spy Museum	\$14/\$17 for adults*
• Hard Rock Café'	\$8 *
• National Cathedral	\$4*
• Bureau of Engraving	N/C*
• Permanent Exhibits Holocaust	N/C*
• National Zoo	N/C
• Navy Museum	N/C
• Washington Monument	\$3*
• Checked bag fee	\$60

*Subject to availability. The earlier you request these items the better your chances of getting them. March, April and May are very busy.

*We must have an initial deposit from the group to book these items.

Please remember that adding items to your itinerary will require the removal of items since time is limited. Example: you might prefer your group to visit the Newseum instead of the Air and Space Museum. We are committed to designing the trip to fit your group needs.



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RATES:

We have done our best to give the best quality at the lowest price; therefore, we must request that the applicable rate for the **AVERAGE number of PAYING** passengers (pax) per bus be observed so that we can continue offering the lowest possible prices.

If an incorrect rate is collected, there may need to be modifications in the itinerary to adjust the cost of the trip. Also, if fewer paying participants are carrying the cost of a bus, the price per paying passenger has to increase.

It may be best to give the paying participants a rate range until the actual number of participants is known *and then* give them the actual rate applicable. **The minimums indicated must be met for each rate category.**

Flights not included

***Rate per student: (based on quad occupancy)**

\$379 per person based on an average of 50 paying pax per 56 pax/bus
\$409 per person based on an average of 40 - 49 paying pax per 56 pax/bus
\$439 per person based on an average of 35 - 39 paying pax per 56 pax/bus

***Rate per adult: (based on quad occupancy - for adults over the complimentary ratio)**

\$399 per person based on an average of 50 paying pax per 56 pax/bus
\$429 per person based on an average of 40 - 49 paying pax per 56 pax/bus
\$459 per person based on an average of 35 - 39 paying pax per 56 pax/bus

***Rate per adult: (double occupancy - for adults over the complimentary ratio)**

\$469 per person based on an average of 50 paying pax per 56 pax/bus
\$499 per person based on an average of 40 - 49 paying pax per 56 pax/bus
\$529 per person based on an average of 35 - 39 paying pax per 56 pax/bus

ABOVE RATES DO NOT INCLUDE AIRFARE



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RATE INFORMATION CONTINUED:

***SINGLE OCCUPANCY: Add \$140 per person to the applicable double rate**

Rates based on fuel costs of not greater than \$5 a gallon. Additional increases in fuel charges may result in a fuel surcharge from the transportation industry which would need to be reflected in the final cost of the trip.

Please call with your count, so we may send an invoice.



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PAYMENT INFORMATION:

All payments *need* to be made by school or organization checks.
When applicable, payments will *need* to be divided between theme park & Sonshine Educational Tours, because of the *tax exempt status of schools*.

AIRLINE DEPOSIT: \$100 DUE UPON ACCEPTANCE OF PROPOSAL

Airline deposits are non-refundable once proposal and flights are accepted; however, they are transferable to another paying passenger

2nd Deposit: \$150 per person due four months prior

Advise the paying participants the deposit is non-refundable. This will preclude the participants from pulling out at the last minute and adversely affecting the group rate, as previously stated in the "Rates" section.

3rd deposit: \$250 per person due three months prior

Rooming List: Due 75 days prior to travel

Hotels require a minimum number of rooms to be utilized. The Rooming List at this time will guarantee the room block and release any unnecessary rooms. If the Hotel does not receive a Rooming List in a timely manner, the school group will be responsible for any unused rooms.

Final payment: Due two months prior to travel

The final rate will depend on the number of paying participants traveling - minimums should be kept in mind. Cancellations which cause the number of participants to fall below the minimum for the rate category will be non-refundable.

All final payments will be due two months prior to departure as indicated by the date above. We cannot guarantee the reservations and rates if this is not met. Please call us any time you have a problem so we can work with you.