**VIRGINIA BEACH BUS TRIP INSTRUCTIONS**

Daria and Bruce would like to thank you for participating in this fundraising venture. We are looking forward to spending time together.

We are hoping to make this a successful trip so please feel free to invite friends to join us. The minimum number of participants is 30. If you need any flyers, I can send them to you through the mail or by email. Diamond Tours has suggested we post flyers in churches, at our Masonic Lodges and even to drop some off at gatehouses of senior developments.

1. Your $75.00 per person deposit is due 5/13/2021. Please make deposit check payable to Diamond Tours, Inc and mail directly to me: ***Diane Schmolze 1114 Leilani Drive, Forked River, NJ 08731.*** Payment in full for each participant must be received by 7/13/2021.
2. Travel Insurance is highly recommended and is $69.00 per person. If at all possible and to make record keeping easier, I would request that you make that individually by credit card via the internet: [www.travelconfident.com](http://www.travelconfident.com) and click on the sign up now button. You will be prompted fill in information. ***YOU MUST INCLUDE THE TOUR #1751977.* INSURANCE MUST BE PURCHASED WITHIN 14 DAYS OF YOUR INITIAL DEPOSIT. ONCE YOUR PAYMENT HAS BEEN RECEIVED BY THE INSURANCE COMPANY, YOU WILL RECEIVE A COPY OF THE INSURANCE POLICY.** *If internet payment is not possible, please send me your insurance check at the time you send me your deposit. This check should me made payable to:* **TRAVEL INSURED INTERNATIONAL, INC.** and I will forward Insurance checks to the company.
3. Please provide me with who you are rooming with. I have paperwork to fill out for rooms and since we have a casino stop on our tour, they now have new requirements regarding passenger information. This includes full name and address, email address (if you have email,) and date of birth.

1. Any dietary restrictions you have, please tell your server at scheduled restaurants.
2. **GRATUITIES.** I will provide envelopes for each passenger for the tip for the bus driver. It is suggested that $2.00/day or $10.00/person is the customary amount. I will collect the envelopes on the last day of our trip and present the entire amount to the bus driver. This is a suggestion and the minimum amount. If you feel that more is appropriate, please adjust accordingly. There will be one step-on guide at Williamsburg and $1.00 - $2.00 per person is suggested. I will provide envelopes for the guide and collect them during the tour.

**Any questions, please call me 973-979-5976**