

October 24, 2013

Hello,

I am writing in concerns to our 8th grade Washington DC trip this May. When booking reservations and setting the official price of the trip it is crucial that I know exactly how many people are attending. I want every 8th grader to go, but do understand that not everyone wants to go. If you are receiving this letter that means I am unsure if your child is planning to attend the trip.

Our first payment was due on September 25, 2013 to reserve a seat and we have our next payment due on October 25, 2013, I have attached the payment plan with this letter to make you aware of due dates. At this time I have received no reservation payment from your child and before I cross him or her off the list I wanted to make sure they were not wanting or planning to travel with the group. I am extending the deadline to November 1, 2013 to sign up. Please send this letter back indicating what your child's plans are concerning Washington DC. I still have available seats for students and adults. If you have any questions or concerns please feel free to contact me via email: bhudberg@newlondon.k12.oh.us or by phone 419-929-1586 ext. 4113.

PLEASE NOTE: We do fundraisers throughout the year to offset the cost to families. Our annual wreath sale begins at the end of this week.

Thank you for your prompt attention to this matter,
Bobbi Hudberg
8th Grade Trip Advisor

Please check all that apply and also fill in your child's name and your name where it applies. Return this portion of the letter to school by November 1, 2013. Thanks!!

_____ My child, _____, is **not** attending the Washington DC trip this year.

_____ My child, _____, is planning to attend the DC trip this year and included is my non-refundable \$50 reservation fee with this slip.

_____ My child, _____, is planning to attend the DC trip this year and I will pay the non-refundable \$50 reservation fee on _____. I will then begin to pay the monthly payments starting _____, understanding the final payment will be paid by February 21, 2013.

_____ I, _____, would like to accompany my child, _____, on the DC trip. Included with my child's non-refundable \$50 reservation payment is my non-refundable \$50 reservation fee too.

Parent Signature _____ Date _____

Print Parent Name _____