

November 3, 2012

Dear Grade 8 Parents and Students,

Crestwood has organized a fantastic 3-day/2-night tour of Ottawa, our nation's capital. We will be visiting Ottawa from Wednesday, May 8nd 2013 to Friday, May 10th, 2013. The tour has been prepared for us by Brightspark, a fully licensed, full-service tour operator specializing in student group travel opportunities.

We will be participating in 3 days of action packed, fun and educational activities such as:

- High Ropes Teaming Building at YMCA Bonnenfant Outdoor Education,
- Crime and Punishment Jail Tour,
- Cycling Along the Ottawa River,
- Guided coach tour of Ottawa with your Tour Leader,
- Guided Tour at the Supreme Court of Canada,
- Parliament Hill Centre Block Tour,
- Self Guided Visit at the Canadian War Museum ,
- and Visit Splash Wave Pool

The cost of this trip is \$510 per student.

Registration and payment can be made in two ways.

Option 1: Easy Online Registration - Please go to <http://www.brightsparktravel.ca/> and complete the online registration process. The booking ID for your tour is: **1024290**
Registration online requires a payment by credit card or direct deposit.

Option 2: Manual Registration - Complete the attached registration form and submit to the school. Attach 3 postdated cheques payable to **Brightspark**. (Cash is not accepted.)

The registration and payment dates are as follows:

Deposit due November 30, 2012 \$100.00 + insurance

Interim due January 15, 2013 \$205.00

Final due March 8, 2013 \$205.00

Included in this package is detailed trip, registration and payment information. Also included is our "prescription for a successful trip", as well as a suggested packing list. Please review all information, carefully.

We are looking forward to an educational, recreational and most of all, enjoyable trip! If you have any questions or concerns please do not hesitate to contact me, at your convenience.

Sincerely,

Pat McCluskey (Trip Advisor)

OTTAWA TRIP
The BUS LOADS AT 7:45 on May 8th

PRESCRIPTION FOR SUCCESS

- As a mature student who represents our school, considerate behaviour is expected at all times. You are responsible for any property damage.

- Always remain with the group or your partner(s).

- **Please do not bring valuables.** You are responsible for everything you bring, including money.

- Be where you should be **on time**. We have a full schedule. Allow yourself and your roommates enough sleep to be able to fully enjoy each day's activities.

- Respect your classmates, teachers and guides and expect respect in return.

- Be on time for departure. We load at **7:45 a.m. on Wednesday, May 8th** and return on **Friday, May 10th at approximately 5:00 p.m.**

- We do not anticipate any problems. However, the following would be cause for an **immediate** phone call home and departure:
 1. Entry into the room of a member of the opposite sex.
 2. Possession of any illegal substance (including cigarettes).
 - Violation of this rule is considered to “conduct injurious to the moral tone of the school” (Education Act).

SUGGESTED PACKING LIST FOR STUDENTS

Please note: School uniforms will not be required. However clothing must conform to certain standards. Clothing that is ripped, torn or deemed offensive or inappropriate will not be allowed. As we will be visiting our nation's Supreme Court and Parliament buildings, all students will be expected to look and behave their best.

- Rain coat
- Umbrella (optional)
- Pajamas
- Bathrobe (optional)
- Swimsuit (needed for wavepool)
- Sweater/Sweatshirt
- All weather jacket – windbreaker
- Clothes for 2 evenings, part of which will be spent outdoors
- Socks
- Underwear
- Shoes
- Pillow – optional but strongly suggested
- Money for 3 lunches at fast food restaurants
-

Personal items: Towels, hair brush, toothbrush, toothpaste, soap, shampoo, deodorant. Bed linens are supplied and are clean and more than adequate.

Optional Items: Camera
Watch
Spending money (should not exceed \$50). **Please note:** Students are responsible for their own money and belongings. We suggest **waist packs** in which to keep their money during the day.

Mr. McCluskey should be given or made aware of **ALL medication** prior to departure.

MP 3 players and Cell phones are permitted while the bus is in transit between Toronto and Ottawa; however these items should be secured in their rooms while we are touring. During the trip you if you need to contact your child due to an emergency please contact the school and a teacher will then contact you.

Only one small suitcase or duffel bag per student, please.

Ottawa Trip Information

There will be no uniform required on this trip. However, students are expected to dress in appropriate attire at all times, especially when visiting Parliament and the Supreme Court. There will be no hats allowed, no sweat pants, no ripped jeans, no inappropriate or revealing clothing including halter tops, tank tops, mini-skirts, short shorts or shirts with midriff exposed.

We will be participating in several outdoor activities throughout this trip, rain or shine. We will also have full days and won't have time to return to the hotel to change.

It is very important that you pack the appropriate clothing, and that you bring a day pack with you on the bus each day. We will provide each student with a small pack, perfect for carrying raincoat, swimsuit, towel and other essential gear.

SUGGESTED PACKING LIST FOR STUDENTS

Rain coat

Umbrella (optional)

Pajamas

Bathrobe (optional)

Swimsuit (needed for wavepool)

Sweater/Sweatshirt

All weather jacket – windbreaker

Regulation school uniform for 2 days

Clothes for 2 evenings, part of which will be spent outdoors

Socks

Underwear

Shoes – remember school shoes!

Pillow – optional but strongly suggested

Money for 3 lunches at fast food restaurants

Personal items: Towels, hair brush, toothbrush, toothpaste, soap, shampoo, deodorant.

Bed linens are supplied and are clean and more than adequate.

Optional Items: Camera

Watch

Spending money (should not exceed \$50). **Please note:** Students are responsible for their own money and belongings. We suggest **waist packs** in which to keep their money during the day.

Mr. McCluskey should be given or made aware of **ALL medication** prior to departure.

MP 3 players and Cell phones are permitted while the bus is in transit between Toronto and Ottawa; however these items should be secured in their rooms while we are touring. During the trip you if you need to contact your child due to an emergency please contact the school and a teacher will then contact you.

Only one small suitcase or duffel bag per student, please.

Crestwood Preparatory College - Grade 8
OTTAWA
May 8 - 10, 2013

Dear Parent/Guardian or Student,

Crestwood Preparatory College is offering students the opportunity to participate in an outstanding tour of Ottawa from May 8 - 10, 2013. The tour has been prepared by Brightspark, a full service, TICO-registered tour operator specializing in student group travel.

Your Tour Includes the following:

- Round-Trip Coach Transportation
- 2 night(s) Accommodation at the University of Ottawa Residence
- 1 Tour Leader
- Meals: 2 Breakfasts, 2 Dinners
- All Attractions and Activities outlined in the attached Itinerary
- All Taxes and Gratuities
- Brightspark Staff/24 hour Emergency Hotline
- "Call home for free" phone card and lanyard
- Brightspark Knapsack

Price of the tour is based on 45 paying passengers:

Student \$510 + \$45 Insurance Quad Occupancy (2 beds)

These prices are based on a projected number of paying participants. If our actual passenger count varies from our projected number, the price of the tour may change to reflect our actual numbers.

Cancellation Insurance is optional but highly recommended. If you are declining this protection, please understand that you will be subject to Brightspark's cancellation policies outlined in the Conditions and Exclusions on the reverse side of this document.

Online registration is the fastest and easiest way to reserve your seat on the tour. Please go to www.brightsparktravel.ca and enter the Tour Web Code in the upper right hand corner of this document to get started. Registration online requires payment by credit card or direct deposit.

This is a fantastic opportunity to experience Ottawa with your classmates, we hope that you will consider participating in this trip of a lifetime! If you have any questions about the tour, please feel free to call Brightspark at 1-800-267-6425 or visit www.brightsparktravel.ca.

Sincerely,

Crestwood Preparatory College and Brightspark

**REGISTRATION IS
EASY, PLEASE VISIT:**
<https://mytour.brightsparktravel.ca>
no later than:

October 31, 2012
Create your account using:

**TOUR WEB CODE
1024290**

A deposit of \$100 + \$45 Travel Guard Insurance is required upon registration.

**PROTECT YOUR PURCHASE
WITH Travel Guard Insurance**

Brightspark strongly advises you to avoid cancellation penalties and protect yourself while on tour by adding **Travel Guard Insurance** to your registration for:
\$45

Coverage includes "School Board Ruling to cancel for any reason." Please refer to the attached insurance document for coverage of highlights and Brightspark's website for additional details. Your purchase is protected and so are you.

**STUDENT PAYMENT
SCHEDULE**

Amount	Due Date
\$100 deposit* +	
\$45 ins.	10/31/2012
\$205	01/15/2013
\$205	03/08/2013

**Total Student Price
\$510 + \$45 Insurance**

*Please note that the deposit is non-refundable. For complete details, please read the Conditions and Exclusions on the reverse side of this letter.



CONDITIONS AND EXCLUSIONS FORMING PART OF THE CONTRACT OF RESERVATION

Educatours, Ltd., doing business as (DBA) Brightspark, and its representative(s) (hereinafter "Educatours") is acting solely as agent for the suppliers who provide all accommodations and all transportation and other services for the Trip (hereinafter the "Suppliers".) Booking a Trip with Educatours involves an agreement between the signor of this reservation form (hereinafter the "Passenger") and where the Passenger is under the age of 18, the agreement includes the custodial parent or legal guardian who signs this reservation form, and the Suppliers. The Suppliers are independent parties, over which Educatours exercises no control. The travel services and other services provided are subject to the conditions imposed by the Suppliers and their liability is limited to tariffs, condition of carriage, tickets and vouchers and international conventions and agreements. The passenger acknowledges and agrees that Educatours is not in any way liable for personal injury, property damage, inconvenience, loss of time, or loss arising out of the act, omission, or negligence of any direct air carrier, motor coach company, hotel or any other Suppliers in conjunction with the Trip. Furthermore, the Passenger acknowledges and agrees that Educatours is not in any way responsible for any injury, damage, or loss due to reason of theft, accident, mechanical breakdown, government action, weather, failure to make timely payments, or any other reason beyond the control of any Suppliers in conjunction with the Trip. When booking the Trip with Educatours, the Passenger acknowledges and understands that the Trip and its related activities are ORGANIZATION SPONSORED (i.e. organized and sponsored through a school or club) and as a result decisions regarding, but not limited to, tour itineraries, participants, accommodations, meals, roommates, and costs will be made by the sponsoring organization or its representative (hereinafter the "Trip Planner") on the passengers' behalf. Educatours STAFF ARE NOT CHAPERONES. The permission and signature of a custodial parent/legal guardian is required if the Passenger is under 18 years of age.

DOCUMENTATION: In the event that the Passenger does not obtain the required documents, the Passenger will be denied boarding by the carrier or refused entry into the country of destination. No refunds will be made should boarding or entry be denied because of insufficient or lost documents. In such an event, any cost associated with an early return home, or to the original departure point, will be the Passenger's expense. If a passport is required for travel, the expiry date on the passport must be valid for a minimum of 6 months from departure date.

NOTICE TO PASSENGERS: Passengers should be aware that different living standards and practices, and different standards and conditions with respect to the provision of utilities, services and accommodations may exist outside of Ontario.

ROOM OCCUPANCY POLICY: It is the responsibility of the Trip Planner to fill each room to maximum occupancy based on price. If a cancellation by one or more Passengers changes the occupancy of an assigned room, leaving rooms filled below maximum occupancy, it is the Trip Planner's responsibility to reassign rooms to maximum occupancy. Rooms may consist of any combination of the following, based on occupancy: one king size bed, one queen size bed, one double size bed, two double size beds, a pull-out couch, a rollaway bed, or single bed. In accommodations other than hotels (i.e. university or college residences, international youth hostels, camps, pensions) there may be shared washroom and/or shower facilities.

PRICE INCREASES: The prices advertised are based on fixed costs at the time of printing the brochures. These costs are dependent on fuel costs, rates of exchange, and other factors. Should these costs increase, Educatours reserves the right to increase the price. Should the price increase be greater than 7%, the consumer has the right to cancel the contract for the travel service and obtain a full refund of all amounts paid to Educatours, unless the price increase is the result of government taxation or a fuel surcharge allowed by the Canadian Transportation Agency. Every effort will be made to advise you of any price increase at least 15 days before your Trip departure.

AIRLINE DEPARTURE TAXES: Departure taxes are not included in the cost of the tour and are subject to change without notice by the airlines.

DAMAGE: Passengers in each room are responsible for damages in their respective rooms as well as any unpaid room service bills. Passengers on each motor coach are responsible for any damage to that motor coach. Common area damage will be paid for by the entire tour group unless damage is associated to specific passengers. Common areas are defined as hallways, stairwells, elevators, lobbies etc. Accommodations can also hold the group responsible for the cost of excessive cleaning to the property.

CONDUCT LETTER: You may be required to sign a conduct letter before leaving for your destination. This will outline what our Suppliers, the sponsoring organization (i.e. school or club), and Educatours expect from you when travelling with us. Misconduct could result in being evicted from the Trip. Passengers who are evicted from the Trip in any way and for any reason are responsible for any associated costs and arrangements to return home. Educatours and the sponsoring organization reserve the right to decline or evict any Passenger from participating on the Trip at any time either before or during the Trip and for any cause.

INSURANCE: Educatours strongly recommends the purchase of Travel Guard Insurance. Travel Guard Insurance is non-refundable and non-transferable. Passengers must indicate if they wish to purchase or decline insurance on the registration form. If no indication is made this means insurance has been declined. If the Passenger chooses to decline the insurance package, they will be subject to the cancellation policies. Educatours will not be responsible for any denied claims by Travel Guard. Eligible expenses may include: cancellation charges prior to departure, trip interruption, excess hospital/medical, baggage, personal effects, out-of-pocket expense, return of vehicle, family transportation benefit, death after departure, and accidental benefits. This form is not an insurance policy. The policy, terms, conditions and restrictions are set out in the insurance certificate. All claims must be submitted in writing. Claims for reasons that are covered under the Travel Guard Policy must be made through Travel Guard. Your reservation and insurance policy do not commence until your Reservation Form is received and accepted in our office at 3300 Bloor St. W, West Tower, Suite 1801, Toronto, Ontario, M8X 2X2.

DEPOSITS: A minimum deposit of \$100 (Cdn. programs), \$200 (U.S. programs) or \$750 (international and air programs) per student is required. Final payment is due in our office 60 days prior to departure.

CANCELLATION POLICY: Deposits are non-refundable and non-transferable. The amount of the deposit varies based on trip destination. All payment up to the full cost of the trip are non-refundable and non-transferable between 60 days and the date of departure. Special event tickets, including, but not limited to, sporting and theatre events, are non-refundable at any time.

UNCLAIMED LUGGAGE: Any lost or unclaimed articles that have been turned over to Educatours will be held by Educatours for 30 days from end of Tour date. After the 30-day period, any articles remaining unclaimed will be donated to Charity. Any expense in returning lost or forgotten items is solely at the expense of the Passenger.

TRIP CANCELLATION BY Educatours: Educatours and the sponsoring organization (i.e. school or club) reserve the right to cancel any Trip in its sole discretion. In the event that a Trip is cancelled by Educatours, Educatours shall have no responsibility beyond the refund of all monies paid by the Passenger, which shall be deemed to constitute full settlement. Educatours cannot guarantee weather conditions nor can Educatours be responsible for any shut down, whether wholly or partially of the operations of any services in connection with the Trip whether they be caused by weather or for any reason or cause, and Educatours hereby expressly reserves the right to change the Trip destination if deemed necessary by Educatours.

COMPLAINTS: If the Passenger has a problem with the services provided on or in connection with the Trip at the destination, the Passenger will contact Educatours who will do its best to correct the problem. If the problem cannot be resolved at the destination, the Passenger may send a written complaint to Educatours when the Passenger returns from the Trip.

CHANGES IN ACCOMMODATION: Every effort will be made to ensure that the accommodation included in the prices of the Trip will be provided as advertised. Educatours reserves the right to substitute accommodation for equal or better accommodations. Educatours does not control the management of hotels and resorts.

CONSTRUCTION OR RENOVATION: The Passenger acknowledges that the hotel or other accommodation selected and confirmed by Educatours for the Trip may be undergoing construction or renovations during the Passengers Trip. The Passenger agrees that he/she shall not be entitled to any refund or discount due to any such condition. It is the responsibility of Educatours to inform the clients of any construction or renovation prior to departure.

Educatours RESPONSIBILITIES: Once travel has commenced, Educatours cannot assume responsibility for any refunds, losses, costs or expenses arising out of injury, accident or death, loss of or damage to or delay in connection with baggage or other property, delay inconvenience, upset, disappointment, stress, frustration or loss of enjoyment or loss of holiday time resulting from: a) mechanical breakdown, government action, war, terrorism, revolution, elements of nature or acts of God, weather, strike, public health quarantine or any other action beyond Educatours' control; b) the Passenger's failure to provide documentation necessary for the journey and return to Country of Origin; c) being denied access to aircraft due to contravening the airline's conditions of carriage; d) being held by Government direction or security or law enforcement agency; e) the Passenger's missing connections or failing to follow the directions of Educatours or its representatives; f) the need for Educatours to change itineraries or substitute accommodation or hotels or services provided that every effort is made to supply the most comparable services and accommodations available. No refund is allowed for any unused tour or air service.

INTERPRETATION: This contract regardless of where it is performed shall be interpreted in accordance with the laws of the Province of Ontario, Canada. If there is a dispute, the Passenger (and in the case of a Passenger who is under the age of 18, also the Passenger's custodial parent or legal guardian) and Educatours agree that any legal proceedings must be commenced and conducted in the City of Toronto, Canada. In the event that any covenant, provision or term of this contract should at any time be held by any competent Court or other tribunal to be void or unenforceable, then this contract for reservation shall not fail, but the covenant, provision or term shall be deemed to be severable from the remainder of this contract, which will remain and continue in full force and effect. Any oral or written assurance or statement that differs from the terms or conditions not expressly approved in writing by Educatours head office at 3300 Bloor St. W, West Tower, Suite 1801, Toronto, Ontario, M8X 2X2, is not the responsibility of Educatours and does not form part of this contract. The provisions contained herein constitute the entire contract between Educatours and the Passenger (and in the case of a Passenger who is under the age of 18, also the Passenger's custodial parent or legal guardian). The Passenger (and in the case of a Passenger who is under the age of 18, also the Passenger's custodial parent or legal guardian) hereby acknowledges having read the contract or been given a reasonable opportunity to read and understand this contract.

Educatours, DBA Brightspark, 3300 Bloor St. W, West Tower, Suite 1801,
Toronto, Ontario, M8X 2X2
TICO Registration #2422707/2267878



Simplifying Student Travel

Day One - Wednesday, May 8, 2013

8:00 AM Arrival at your school of a washroom equipped, climate controlled, highway motor coach.

8:30 AM Board your motor coach and depart for Ottawa! En route, your Tour Leader will get to know the students on a first name basis and lead discussions. Appropriate rest and meal stops will be made en route.

Take highway #407 to and from your destination.

Participate in The Sparktacular Adventure!

Your specialized Tour Leader will lead the group through The Sparktacular Adventure! Students will have a great time as they work on teams to collect points by participating in challenges and activities at various attractions and locations throughout the tour. Let the adventures begin!

2:30 PM **Self Guided Visit at the Canadian War Museum**
This stunning structure on the banks of the Ottawa River houses the largest military history collection in Canada and spans the period from The Seven Years' War to the present.

4:30 PM **Hotel Check In**
Approximate time of arrival at Ottawa University Residence.

5:45 PM Board your motor coach.

6:00 PM **Buffet Dinner at Tuckers Marketplace**

7:30 PM Your Tour Leader will conduct an orientation driving tour of the Nation's Capital.

8:30 PM **Crime and Punishment Jail Tour**
Tour the Old Carleton County Jail and learn about why Ottawa was once considered 'the most dangerous town in North America'. Learn about early prison life, as you see the jail cells, death row and the last working gallows in Canada.

9:30 PM As a group, walk back to your accommodations.

Night Security provided by University of Ottawa - 9 hrs

Night Security provided by the University of Ottawa will patrol hallways between 10:00pm - 7:00am

Day Two - Thursday, May 9, 2013

7:15 AM Board your motor coach.

7:30 AM **Rock'n' Roll Buffet Breakfast at the Hard Rock Cafe**

Students will enjoy the extensive collection of Rock memorabilia enhanced with friendly, fun-loving service, in a high-energy rock'n'roll atmosphere.

9:10 AM **Parliament Hill Centre Block Tour**

Situated on a cliff overlooking the Ottawa River, the Parliament Buildings are historical monuments, architectural treasures, and an important national symbol cherished by all Canadians. It is within the walls of these buildings that Senators and Members of Parliament debate the important issues of the day, and make our nation's laws (subject to availability).

9:15 AM **Parliament Hill Centre Block Tour**

Situated on a cliff overlooking the Ottawa River, the Parliament Buildings are historical monuments, architectural treasures, and an important national symbol cherished by all Canadians. It is within the walls of these buildings that Senators and Members of Parliament debate the important issues of the day, and make our nation's laws (subject to availability).

10:30 AM **Guided Tour at the Supreme Court of Canada**

The Supreme Court of Canada has been Canada's highest court of appeal since 1949. This tour will familiarize you with the Canadian judicial system and how the decisions made by the Supreme Court Justices affect all Canadians.

11:30 AM Time to explore and have lunch on your own in the Byward Market, one of Canada's oldest and largest public markets. The legendary builder of the Rideau Canal Lieutenant Colonel John By laid out the plan for the Market. Within its streets, you will find museums, cafés, specialty food shops, boutiques, restaurants and more.

12:45 PM Board your motor coach.

1:30 PM **High Ropes Teaming Building at YMCA Bonnenfant Y Outdoor Education**

Complete Bonnenfant Y Outdoor Education's high ropes course with 4 different challenging areas. Work together as a team to swing, jump and travel across the course and reach the finish line.

5:30 PM Enjoy a delicious dinner at a local restaurant.

6:30 PM **Visit Splash Wave Pool**

Swim in the wave pool, go down the water slide or just relax in the warm lagoon. This facility has something for everyone including certified lifeguards, deck chairs and a snack bar.



Simplifying Student Travel

9:00 PM Transfer by school bus to your accommodations.

Night Security provided by University of Ottawa - 9 hrs

Night Security provided by the University of Ottawa will patrol hallways between 10:00pm - 7:00am

Day Three - Friday, May 10, 2013

7:00 AM Check out of your hotel and load your luggage onto the coach.

7:30 AM Board your motor coach.

7:45 AM **Buffet Breakfast at 3 Brothers**

9:00 AM **Cycling Along the Ottawa River**

This tour focuses on Pre-Confederation Ottawa and the lumber industry. It includes Major's Hill Park, Alexandra Bridge, Ottawa River, Portage Bridge, Victoria Island and the Main Locks. NOTE: Tours operate rain or shine.

11:00 AM Board your motor coach and depart for home. Appropriate rest and meal stops will be made en route.

5:00 PM **Welcome Home!**

Approximate time of arrival at the school.

Sample Itinerary

This is a sample itinerary based on the minimum recommended days for your tour. This itinerary is completely customizable. The order of your activities and final cost of your actual tour will vary depending on the activities and meal plan you choose and the availability of sites.



Travel Guard Platinum Package Travel Insurance

The Travel Industry Council of Ontario (TICO) strongly recommends that every passenger purchase travel insurance prior to departure as protection against unforeseen and costly events.

Reasons Why Parents Buy Travel Guard Insurance

It offers REIMBURSEMENT* for

- ✔ Trip Cancellation due to the school board's decision to cancel the tour for any reason* including a school board ruling as a result of a union mandated teachers labour strike or a school board's determination that there is a risk of harm to students travelling to a specific region.
- ✔ Trip Cancellation due to illness of the passenger or any immediate family member prior to departure
- ✔ Trip Cancellation due to a death in the immediate family
- ✔ Trip Interruption due to illness of the passenger or any immediate family member during the trip
- ✔ Emergency Medical Insurance while on tour
- ✔ 24 hour Emergency Medical Assistance
- ✔ Baggage and Personal Effects Insurance - including baggage delay
- ✔ Bag Trak - the industry's best service for locating bags

Myths

- ✘ My credit card or home insurance covers my child for cancellation of this trip
- ✘ OHIP already covers these benefits

The above is only a brief outline of the benefits. Please consult the Travel Insurance Policy for full coverage details as some exclusions may apply. The Policy can be found on any of the following websites: www.brightsparktravel.ca

Coverage/Reimbursement: If you must cancel your trip due to a covered risk under the Platinum Package (please refer to the policy) you will be reimbursed for **100%** of the non-refundable pre-paid costs. *Cancel for any reason applies only to the School Board's decision to cancel the trip for any reason, it does not apply to individuals. If the School Board cancels the tour for any reason you will be reimbursed **75%** of the non-refundable pre-paid costs. Please note insurance does not cover your child if he/she is removed from the trip for personal or behavioural reasons.

Standard Cancellation Penalties will apply if you do not purchase the insurance. Please refer to our Terms and Conditions on the back of the Parent Letter.

OPTION #1: EASY ONLINE REGISTRATION AND PAYMENT

Create an account at <http://www.brightsparktravel.ca/> and complete the online registration process by entering your TOUR WEB CODE 1024290 to receive your reservation number. Now that you have registered online please print and submit to the school. If unable to print form please enter the passenger name and your personal reservation # and submit this form to the school. You can skip the manual registration section of this form:

Passenger Name

Reservation #

OPTION #2: MANUAL REGISTRATION (ONLY IF NOT USING ONLINE REGISTRATION)

#1

PARTICIPANT INFORMATION

(please provide complete legal names)

PASSENGER NAME

ADDRESS

CITY PROV/ STATE POSTAL / ZIP CODE

DATE OF BIRTH (m/d/year) CITIZENSHIP GRADE GENDER M F

PARTICIPANT EMAIL - Some information will be forwarded by e-mail. Valid email is required for tour centre access. The emails provided will be used for communication regarding your financial account and travel details. Your emails are private and are never shared with any third party

#2

EMERGENCY CONTACT AND HEALTH INFORMATION

EMERGENCY CONTACT NAME (different from legal guardian)

RELATIONSHIP

PHONE

PASSENGER PHYSICAL OR DIETARY RESTRICTIONS

Please note that Brightspark will forward this information to the appropriate suppliers in advance of your tour. The dietary restriction information will also be given to the Trip Planner prior to the tour departure to be carried while on tour. It is the Trip Planner's responsibility to ensure that the Passenger receives an appropriate meal. Please note that while we will try to accommodate all Passengers, accessibility can be limited in some destinations, making participation in certain components of the trip difficult for Passengers with reduced mobility.

#3

GUARDIAN INFORMATION (if passenger is under 18)

NAME OF CUSTODIAL PARENT OR LEGAL GUARDIAN

RELATIONSHIP

PHONE

EMAIL

#4

TRAVEL GUARD PLATINUM PACKAGE

Cancellation insurance is optional but highly recommended. Please refer to the attached insurance document for coverage highlights. If you are declining this protection, please understand that you will be subject to our cancellation policies outlined in our terms and conditions on the reverse side of this document. The insurance premium is non-refundable. Please refer to the insurance information on our website for additional details. Please select one:

- \$45 Travel Guard Insurance Platinum Package: Including school board ruling to cancel for any reason.
- I decline all insurance options. I understand that my deposit is non-refundable and non-transferable and that all payments are non-refundable between 60 days and day of departure.

#5

PAYMENT INFORMATION

Please make all cheques payable to Brightspark. (cash is not accepted)

DEPOSIT DUE (A) \$ 100.00

INSURANCE (due with deposit) (B) + \$ (add \$45.00 for insurance)

TOTAL DEPOSIT (A+B=C) (C) = \$

We highly recommend you purchase insurance

POSTDATED CHEQUES

Interim payment (01/15/2013) + \$ 205.00

Final payment (03/08/2013) + \$ 205.00

TOTAL OF ALL CHEQUES ENCLOSED: = \$

A \$30.00 service fee will apply to each cheques returned unpayable by your bank

#6

PLEASE NOTE THE FOLLOWING IMPORTANT INFORMATION AND SIGN

I HAVE READ AND FULLY UNDERSTAND THE TERMS AND CONDITIONS OF THIS RESERVATION FORM (FRONT AND BACK OF THIS DOCUMENT) AND I ACKNOWLEDGE AND AGREE THAT THIS RESERVATION FORM WILL SERVE AS A BINDING AGREEMENT BETWEEN MYSELF AND BRIGHTSPARK, A DIVISION OF EDUCATOURS, LTD. IF YOU RECEIVE THIS FORM VIA FAX OR EMAIL, PLEASE ENSURE YOU ARE ALSO IN RECEIPT OF THE ACCOMPANYING TERMS AND CONDITIONS.

Signature of Passenger

Date

Signature of Custodial Parent or Legal Guardian
(if Passenger is under 18)

Date

CONDITIONS AND EXCLUSIONS FORMING PART OF THE CONTRACT OF RESERVATION

Educatours, Ltd., doing business as (DBA) Brightspark, and its representative(s) (hereinafter "Educatours") is acting solely as agent for the suppliers who provide all accommodations and all transportation and other services for the Trip (hereinafter the "Suppliers"). Booking a Trip with Educatours involves an agreement between the signor of this reservation form (hereinafter the "Passenger") and where the Passenger is under the age of 18, the agreement includes the custodial parent or legal guardian who signs this reservation form, and the Suppliers. The Suppliers are independent parties, over which Educatours exercises no control. The travel services and other services provided are subject to the conditions imposed by the Suppliers and their liability is limited to tariffs, condition of carriage, tickets and vouchers and international conventions and agreements. The passenger acknowledges and agrees that Educatours is not in any way liable for personal injury, property damage, inconvenience, loss of time, or loss arising out of the act, omission, or negligence of any direct air carrier, motor coach company, hotel or any other Suppliers in conjunction with the Trip. Furthermore, the Passenger acknowledges and agrees that Educatours is not in any way responsible for any injury, damage, or loss due to reason of theft, accident, mechanical breakdown, government action, weather, failure to make timely payments, or any other reason beyond the control of any Suppliers in conjunction with the Trip. When booking the Trip with Educatours, the Passenger acknowledges and understands that the Trip and its related activities are ORGANIZATION SPONSORED (i.e. organized and sponsored through a school or club) and as a result decisions regarding, but not limited to, tour itineraries, participants, accommodations, meals, roommates, and costs will be made by the sponsoring organization or its representative (hereinafter the "Trip Planner") on the passengers' behalf. Educatours STAFF ARE NOT CHAPERONES. The permission and signature of a custodial parent/legal guardian is required if the Passenger is under 18 years of age.

DOCUMENTATION: In the event that the Passenger does not obtain the required documents, the Passenger will be denied boarding by the carrier or refused entry into the country of destination. No refunds will be made should boarding or entry be denied because of insufficient or lost documents. In such an event, any cost associated with an early return home, or to the original departure point, will be the Passenger's expense. If a passport is required for travel, the expiry date on the passport must be valid for a minimum of 6 months from departure date.

NOTICE TO PASSENGERS: Passengers should be aware that different living standards and practices, and different standards and conditions with respect to the provision of utilities, services and accommodations may exist outside of Ontario.

ROOM OCCUPANCY POLICY: It is the responsibility of the Trip Planner to fill each room to maximum occupancy based on price. If a cancellation by one or more Passengers changes the occupancy of an assigned room, leaving rooms filled below maximum occupancy, it is the Trip Planner's responsibility to reassign rooms to maximum occupancy. Rooms may consist of any combination of the following, based on occupancy: one king size bed, one queen size bed, one double size bed, two double size beds, a pull-out couch, a rollaway bed, or single bed. In accommodations other than hotels (i.e. university or college residences, international youth hostels, camps, pensions) there may be shared washroom and/or shower facilities.

PRICE INCREASES: The prices advertised are based on fixed costs at the time of printing the brochures. These costs are dependent on fuel costs, rates of exchange, and other factors. Should these costs increase, Educatours reserves the right to increase the price. Should the price increase be greater than 7%, the consumer has the right to cancel the contract for the travel service and obtain a full refund of all amounts paid to Educatours, unless the price increase is the result of government taxation or a fuel surcharge allowed by the Canadian Transportation Agency. Every effort will be made to advise you of any price increase at least 15 days before your Trip departure.

AIRLINE DEPARTURE TAXES: Departure taxes are not included in the cost of the tour and are subject to change without notice by the airlines.

DAMAGE: Passengers in each room are responsible for damages in their respective rooms as well as any unpaid room service bills. Passengers on each motor coach are responsible for any damage to that motor coach. Common area damage will be paid for by the entire tour group unless damage is associated to specific passengers. Common areas are defined as hallways, stairwells, elevators, lobbies etc. Accommodations can also hold the group responsible for the cost of excessive cleaning to the property.

CONDUCT LETTER: You may be required to sign a conduct letter before leaving for your destination. This will outline what our Suppliers, the sponsoring organization (i.e. school or club), and Educatours expect from you when travelling with us. Misconduct could result in being evicted from the Trip. Passengers who are evicted from the Trip in any way and for any reason are responsible for any associated costs and arrangements to return home. Educatours and the sponsoring organization reserve the right to decline or evict any Passenger from participating on the Trip at any time either before or during the Trip and for any cause.

INSURANCE: Educatours strongly recommends the purchase of Travel Guard Insurance. Travel Guard Insurance is non-refundable and non-transferable. Passengers must indicate if they wish to purchase or decline insurance on the registration form. If no indication is made this means insurance has been declined. If the Passenger chooses to decline the insurance package, they will be subject to the cancellation policies. Educatours will not be responsible for any denied claims by Travel Guard. Eligible expenses may include: cancellation charges prior to departure, trip interruption, excess hospital/medical, baggage, personal effects, out-of-pocket expense, return of vehicle, family transportation benefit, death after departure, and accidental benefits. This form is not an insurance policy. The policy, terms, conditions and restrictions are set out in the insurance certificate. All claims must be submitted in writing. Claims for reasons that are covered under the Travel Guard Policy must be made through Travel Guard. Your reservation and insurance policy do not commence until your Reservation Form is received and accepted in our office at 3300 Bloor St. W, West Tower, Suite 1801, Toronto, Ontario, M8X 2X2.

DEPOSITS: A minimum deposit of \$100 (Cdn. programs), \$200 (U.S. programs) or \$750 (international and air programs) per student is required. Final payment is due in our office 60 days prior to departure.

CANCELLATION POLICY: Deposits are non-refundable and non-transferable. The amount of the deposit varies based on trip destination. All payment up to the full cost of the trip are non-refundable and non-transferable between 60 days and the date of departure. Special event tickets, including, but not limited to, sporting and theatre events, are non-refundable at any time.

UNCLAIMED LUGGAGE: Any lost or unclaimed articles that have been turned over to Educatours will be held by Educatours for 30 days from end of Tour date. After the 30-day period, any articles remaining unclaimed will be donated to Charity. Any expense in returning lost or forgotten items is solely at the expense of the Passenger.

TRIP CANCELLATION BY Educatours: Educatours and the sponsoring organization (i.e. school or club) reserve the right to cancel any Trip in its sole discretion. In the event that a Trip is cancelled by Educatours, Educatours shall have no responsibility beyond the refund of all monies paid by the Passenger, which shall be deemed to constitute full settlement. Educatours cannot guarantee weather conditions nor can Educatours be responsible for any shut down, whether wholly or partially of the operations of any services in connection with the Trip whether they be caused by weather or for any reason or cause, and Educatours hereby expressly reserves the right to change the Trip destination if deemed necessary by Educatours.

COMPLAINTS: If the Passenger has a problem with the services provided on or in connection with the Trip at the destination, the Passenger will contact Educatours who will do its best to correct the problem. If the problem cannot be resolved at the destination, the Passenger may send a written complaint to Educatours when the Passenger returns from the Trip.

CHANGES IN ACCOMMODATION: Every effort will be made to ensure that the accommodation included in the prices of the Trip will be provided as advertised. Educatours reserves the right to substitute accommodation for equal or better accommodations. Educatours does not control the management of hotels and resorts.

CONSTRUCTION OR RENOVATION: The Passenger acknowledges that the hotel or other accommodation selected and confirmed by Educatours for the Trip may be undergoing construction or renovations during the Passengers Trip. The Passenger agrees that he/she shall not be entitled to any refund or discount due to any such condition. It is the responsibility of Educatours to inform the clients of any construction or renovation prior to departure.

Educatours RESPONSIBILITIES: Once travel has commenced, Educatours cannot assume responsibility for any refunds, losses, costs or expenses arising out of injury, accident or death, loss of or damage to or delay in connection with baggage or other property, delay inconvenience, upset, disappointment, stress, frustration or loss of enjoyment or loss of holiday time resulting from: a) mechanical breakdown, government action, war, terrorism, revolution, elements of nature or acts of God, weather, strike, public health quarantine or any other action beyond Educatours' control; b) the Passenger's failure to provide documentation necessary for the journey and return to Country of Origin; c) being denied access to aircraft due to contravening the airline's conditions of carriage; d) being held by Government direction or security or law enforcement agency; e) the Passenger's missing connections or failing to follow the directions of Educatours or its representatives; f) the need for Educatours to change itineraries or substitute accommodation or hotels or services provided that every effort is made to supply the most comparable services and accommodations available. No refund is allowed for any unused tour or air service.

INTERPRETATION: This contract regardless of where it is performed shall be interpreted in accordance with the laws of the Province of Ontario, Canada. If there is a dispute, the Passenger (and in the case of a Passenger who is under the age of 18, also the Passenger's custodial parent or legal guardian) and Educatours agree that any legal proceedings must be commenced and conducted in the City of Toronto, Canada. In the event that any covenant, provision or term of this contract should at any time be held by any competent Court or other tribunal to be void or unenforceable, then this contract for reservation shall not fail, but the covenant, provision or term shall be deemed to be severable from the remainder of this contract, which will remain and continue in full force and effect. Any oral or written assurance or statement that differs from the terms or conditions not expressly approved in writing by Educatours head office at 3300 Bloor St. W, West Tower, Suite 1801, Toronto, Ontario, M8X 2X2, is not the responsibility of Educatours and does not form part of this contract. The provisions contained herein constitute the entire contract between Educatours and the Passenger (and in the case of a Passenger who is under the age of 18, also the Passenger's custodial parent or legal guardian). The Passenger (and in the case of a Passenger who is under the age of 18, also the Passenger's custodial parent or legal guardian) hereby acknowledges having read the contract or been given a reasonable opportunity to read and understand this contract.

Educatours, DBA Brightspark, 3300 Bloor St. W, West Tower, Suite 1801,
Toronto, Ontario, M8X 2X2
TICO Registration #2422707/2267878