

Dear Parents and Teenagers:

It is now time to start preparing for the summer.

Please use the CHECKLIST below as a guide to returning the necessary forms to our office.

Payment DUE DATE: **April 1**

- Please make your check payable to Rein Teen Tours. Use the enclosed, self-addressed envelope to send in the balance due. Credit card payments cannot be accepted for final payments.
- A separate invoice for airfare will follow in May.

Release Forms Envelope DUE DATE: **April 1**

- Please sign the forms enclosed in the Release Forms Envelope and use the Release Forms Envelope to send in the forms to the Rein Teen Tours office.

Medical Form DUE DATE: **June 1**

- This form **MUST BE FULLY** completed by you and your physician and sent back to us. If there are any activities that you do not wish your teenager to participate in, please notify us in writing.
- Please complete the insurance information section of the medical form. In the event that your teenager needs medical treatment during the summer, we will ask the medical facility to directly bill your insurance carrier. If the facility does not accept the insurance, they will contact you directly to make arrangements for payment. Payment for medical treatment and medication during the summer is the responsibility of the teenager's parents.

Rules & Regulations DUE DATE: **June 1**

- Signed by parent and teenager.

Permission To Visit DUE DATE: **June 1**

- Return if applicable. (This form does not apply to Project Hawaii and Project Costa Rica participants.)

Cruise Permission DUE DATE: **June 1**

- Signed by parent and teenager. (This applies to Grand Adventure & Hawaiian/Alaskan Adventure only.) **Failure to submit the signed permission slip will result in your teenager being denied permission to board the cruise ship.**

International Border Crossing Form DUE DATE: **June 1**

- This applies to Rein Europe, Grand Adventure, Hawaiian/Alaskan Adventure, Crossroads, Eastern Adventure and Project Costa Rica – the enclosed International Border Crossing form must have the **NOTARIZED SIGNATURE** of a parent or guardian.

Passport

- Rein Europe, Grand Adventure, Hawaiian/Alaskan Adventure, Crossroads, Eastern Adventure and Project Costa Rica – please bring your Passport on the first day of the program.
- Rein Europe - please complete the enclosed Passport Information Form and attach 2 passport photos – **send this important form to the Rein Teen Tours office by June 1.**

Departure Dates: We are in the process of finalizing tour departure dates. This information will be sent mid-April.

We are looking forward to an exciting summer. Please call us if you have any questions.

Sincerely,

Rein Teen Tours