

USYS ODP "2002-2003 National Team"

Mica Goodrich  
9220 World Cup Way  
Frisco, TX 75033

January 13, 2020

Dear Mica,

We are pleased to confirm all your team's arrangements for your tour to Europe. Please discuss and/or share the contents of this with all your participants. This is very important and all of your participants should understand its contents.

**Accommodation, meals and sport:**

**April 5-12, 2020 – Paris - France**

Teams: One '02-'03 girls' team.  
Sport program: We will arrange 4 games, 2 trainings with own coaches, 1 training with an FFF coach.  
Accommodation: This hotel is 3 miles from Meudon-Val-Fleury RER station, and 7 mi from the Château de Versailles. Rooms have private bathrooms with tubs and showers, as well as minibars, flat-screen TVs and free Wi-Fi. The hotel has meeting space, and a French restaurant. There's also free access to a nearby sports club featuring a heated outdoor pool, a Turkish bath, a Jacuzzi, a fitness area, and squash and tennis courts. We are currently holding 1 single, and 11 twin rooms.  
Meals: Daily breakfast and dinner is included.  
First meal: Dinner, Sunday April 5, 2020  
Last meal: Breakfast, Sunday April 12, 2020  
All meals will be served in the hotel.  
WiFi costs: Free of charge  
Accomm. Address: Hôtel Forest Hill Meudon-Vélizy  
40 Avenue du Maréchal de Lattre de Tassigny,  
92360 Meudon, France  
Phone: +33 1 46 30 22 55  
Website: [Hôtel Forest Hill Meudon-Vélizy](http://www.hotel-forest-hill.com)

The above mentioned accommodations may require a cash damage/security deposit in local currency (approx. \$ 100.00-\$400.00) from the group upon arrival and check in, so please be prepared for this. This deposit is refundable upon check out provided there is no damage to the accommodation/rooms. Please notice that drinks (such as bottled water, sodas) during the meals are not included. We have requested that our groups be served with tap water on the table, however, in some countries this might not be offered. For breakfast tea and coffee is included and in most cases milk & juice.

**Guide services:**

A representative (tour manager) will be with your group throughout your stay. This person is the main contact between your group and Premier International Tours. If problems arise please discuss these with tour manager first before you call our offices since they are on the ground and more able to resolve issues at the destinations. Your representative will help plan your daily schedule and help in the event of any unforeseen problems or changes. This representative is not a professional city tour guide(s), although he/she will have general knowledge of the cities you are staying in and the surrounding areas. Please find below a job description of our representatives.

- Be with the group from arrival till the last evening. Join them during transfers to the accommodation, location where meals are served, fields, game events and excursions.
- Discuss the program in advance with club contact. Create a good relationship with the club contact and driver (if group has a private bus available).
- Translate where necessary.
- Make sure group behaves correctly; attend opening, finals, award ceremonies, and other organized activities.
- Mediate in case of damages or conflicts with/to accommodation, busses, etc. Make sure to make a report of this.
- Support the group in case of visit police station (theft) and/or hospital.

It is very important that the group leader sits down with the guide upon arrival and discusses the daily program and sightseeing activities planned. Then, during the trip the group leader should also discuss each day with the guide the program for the next day in case of any last-minute changes so the guide can communicate any changes to other parties (hotel staff for meals, bus driver, etc.)

Please note that it is customary to tip the guide at the end of the trip if the guide has done a good job. We recommend collecting approx. \$10.00-\$20.00 per person (local currency) for each guide for the trip.

#### **Ground transportation:**

During your stay a private bus will be available exclusively for your group. The motor coach can be used for excursions and all local transportation (such as transfers to/from the friendly game locations and for sight-seeing). You have a maximum of 700 kilometers available per bus. The following restrictions have been set by the European transportation departments:

- The bus driver can drive a maximum of 9 hours per day and can be on duty for 12 hours (so 3 hours wait/rest time during a day). Twice a week the driver may use the bus 10 hours. This is usually used for long transfers from country to country.
- Each day the bus driver must have an 11 hours rest period between his transportation duties.
- During transfers every 4 hours the driver must make a 45-minute required rest stop.

It is also customary to tip the bus driver if you have a private bus throughout the trip and the same bus driver throughout the trip. We recommend approx. \$5.00-\$10.00 per person for this.

#### **City Parking Fees:**

City parking fees for the touring bus in Paris are not included. These fees are approx. \$100.00 - \$250.00 when parking the bus.

#### **Air transportation/flights:**

The following flights have been booked for your group:

Departure: Saturday – April 4, 2020 6:10pm - Flight AA 44 from New York (JFK) to Paris

Arrival: Sunday, April 5 – 7:45am – Paris Airport

Departure: Sunday, April 12 – 11:50am – Flight AA 45 from Paris to New York (JFK)

Arrival: Sunday, April 12 – 2:40pm – New York JFK Airport

#### **Seat assignments:**

A block of seats will be assigned to the group. Once tickets are issued passengers can go online and choose their seats using their PNR/Record Locator and last name.

#### **Check in:**

Passengers can check in for their flight online 24 hours prior to their departure.

**Airline Tickets:**

Airline tickets will be forwarded to the group leader approx. 2-3 weeks prior to departure after the final names have been supplied to us by the group leader and we have received full payment from all travelers. When airline tickets are sent we will also include instructions on how, when and where the group passengers can check in and how to make flight changes while traveling if necessary. Groups will check in at the airport, allow for 3 hours prior to departure.

**Information for flights in case of flight changes or cancellations:**

Please note that your group is booked through the group departments of airlines under group fare guidelines and conditions. Many times, we must go through the group department of the airline to change flights for the group or individual passengers, etc. Therefore, please follow these guidelines with any flight cancellations or changes during the trip.

- In case of any flight delays that will result in missing a connection or any flights that are cancelled, always first work with an airline representative at the airport to fix the issue and get the group on other flights.
- If any individuals want to change flights (dates only, routing changes not permitted), then individuals should contact the airline first to see if the change can be made. If the change cannot be made by the airline, contact us and we will contact the airline group department and attempt to make the change. Please note that the group departments of airlines are closed on the weekends, so we have some limitations.

**Sightseeing activities/excursions:**

Included below are the excursion options we offer. We offer the service to pre-book 1 or more of these excursion options but not later than **90 days** prior to departure. We have included admission fees for a PSG pro game, the Louvre, the Eiffel Tower, Versailles and Fontainebleau.

**Referees and linesmen:**

For your games a referee will be provided. It is common that teams must provide their own linesmen, so please be prepared for this.

**Day by Day Itinerary**

Putting together your day by day itinerary is a complicated process since there are various items/tour components to take into consideration which makes it a multi-step process.

1. We create a provisional itinerary which will be similar to the itinerary included in the proposal you received from us before booking your tour. After that, we would like to know at least 90 days before departure which specific excursions your group would like to book. We will not be able to book these excursions right away because we need to wait for the game schedule which will be available approx. two weeks before departure. So they are subject to availability at that time.
2. Then we start working on your team's game schedule.

It is common that we won't know your team's game schedule until approx. 1-3 weeks prior to your departure because:

- a) Many international teams - local teams at your travel destinations - will only find out 3-4 weeks prior to your tour dates what kind of league games they need to play and when they are available to play against your team.
- b) Many of the clubs in Europe use community/municipal fields and these cities won't release these fields 2-3 weeks prior to the assigned games.
- c) Pro game visits. If you are traveling during the soccer season we don't know ahead which pro teams will advance to the Champions League. Based on the outcome they might change their league games from Saturday to Sunday or vice-versa. We also need to wait what the TV stations determine about which pro games will be played Saturday and which games will be played Sunday (flex scheduling). This will be determined approx. 2-3 weeks prior to the schedule matches.
- d) After we are set with the pro games and your games are assigned we need some additional days to plan the excursions you would like to have pre booked.

This is all time consuming since it is a lot like a puzzle which will come together bit by bit/piece by piece. This the reason we are not able to send you the final itinerary as soon as you and your travelers would like to. We strive to have a final itinerary available between 1-3 weeks prior to departure. For tournament tours we will post a provisional itinerary after your tour is booked. Once the tournament posts the tournament game schedule we can insert the games in your itinerary and finalize this. We expect to have a final itinerary for these tours available between 1-2 weeks prior to departure depending how fast the tournament posts their game schedule.

**60 days before departure:**

We need to have all signed waivers e-mailed back to us. Please download the waiver from your team designated website page. Important note: We will only release the final travel documents (like airline tickets) after receipt of your signed waiver and full payment.

**People not booking arrangements through Premier International Tours:**

Please be aware that we cannot provide any transportation from or to the airport or for any pre-arranged group tour activities (sightseeing excursions, etc.) or any transportation arranged for the group for individuals which did not book the tour package with Premier International Tours. Because of liability/law issues with our suppliers (Bus Company, etc.) persons who booked their own flights and accommodation are not allowed to just join the group on bus transfers arranged for the group.

If you have anyone who wants to join the group later in the booking stage, please contact us no later than **90 days before the departure** date and we will try to accommodate the requests.

**General Participation Conditions:**

We again strongly encourage your participants to review the General (Cancellation) Conditions and General Information document on your group website page to make sure all participants are aware of/understand these conditions to avoid any misunderstandings.

**Final payment:**

Please notice that delayed payments (within 6 weeks prior to departure) must be done by cashier's checks or credit cards. We will release the travel documents and travel information after receipt of full payment of ALL travelers.

**Group arrangements:**

This is a group tour arrangement. The participant prices are based on the number of people traveling. If this number goes up or down the participant prices will be adjusted as per your proposal.

**Documents you will receive from us:**

- Final itinerary: 1-3 weeks prior to departure.
- Airline tickets: 2-3 weeks prior to departure.

Should you have any questions please do not hesitate to contact me.

Yours in Sports,  
Loek van Zijl  
President L & J Group, Inc. DBA Premier International Tours

## **SIGHTSEEING IN PARIS AND SURROUNDINGS**

Recommend excursion(s) to pre-book:

- EIFFEL TOWER, LE LOUVRE, CHATEAU DE VERSAILLES

### 1) **LE LOUVRE MUSEUM**

Price: Included for group

The Louvre or Louvre Museum is one of the world's largest museums and a historic monument. Nearly 35,000 objects from prehistory to the 21st century are exhibited over an area of 60,600 square meters (652,300 square feet). With more than 8 million visitors each year, the Louvre is the world's most visited museum

### 2) **EIFFEL TOWER**

Prices: Included for group

The Eiffel Tower is an iron lattice tower located on the Champ de Mars in Paris. It was named after the engineer Gustave Eiffel, whose company designed and built the tower. Erected in 1889 as the entrance arch to the 1889 World's Fair, it has become both a global cultural icon of France and one of the most recognizable structures in the world. The tower is the tallest structure in Paris. Note: The Eiffel Tower Tour sells out fast. We encourage you to ask us to pre-book this as soon as you can. Please notice that we cannot pre-book this excursion because of security issues.

### 3) **CHATEAU DE VERSAILLES**

Price: Included for group (ID required).

The Palace of Versailles is a royal château in Versailles in the Île-de-France region of France. Court of Versailles was the center of political power in France from 1682, when Louis XIV moved from Paris, until the royal family was forced to return to the capital in October 1789 after the beginning of the French Revolution. Versailles is therefore famous not only as a building, but as a symbol of the system of absolute monarchy of the Ancien Régime. In order to get the most of your day in Versailles, we advise you to arrive when the Estate opens. Your visit must be made on the date indicated on the ticket.

### 4) **CHAMPS ELYSEES AND ARC DE TRIOMPHE**

Price: Free

Possibly the most famous road in the world, the Champs-Élysées is a picturesque tree lined avenue that runs from the Arc de Triomphe towards the Louvre. It is an incredibly romantic place and a real symbol of Paris and France. The Arc de Triomphe is a stunning war monument that was commissioned by Napoleon in 1806 to honor his great victories.

### 5) **CATACOMBS OF PARIS**

Prices: Booking mandatory 8 weeks in advance. Groups (minimum 10 people, maximum 20 people, booking is required) \$20.00 per person, U18'S \$17.00.

Through an in-depth path, the visitors discover the area thoroughly, like Décure's sculptures, the quarries footbath, the Sacellum Crypt, the spuchral lamp and Gilbert's tomb. The Catacombs of Paris are underground ossuaries in Paris, France which hold the remains of over six million people in a small part of the ancient Mines of Paris tunnel network. Located south of the former city gate "Barrière d'Enfer" (Gate of Hell) beneath Rue de la Tombe-Issoire, the ossuary was founded when city officials were faced with two simultaneous problems: a series of cave-ins starting in 1774 and overflowing cemeteries, particularly Saint Innocents.

We have also included entrance fees for your group for Versailles and Fontainebleau.

Prices and availability for these excursions may change a little by the time of booking