SCHOOL NAME

SCHOOL ADDRESS

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TODAY’S DATE

Dear Parent,

The Music Department is organising a tour to DESTINATION from DATE to DATE. Our operating company is Travelbound Concert Tours, a company renowned for providing enjoyable, musically stimulating and safe Concert Tours, with an excellent health and safety record.

DESTINATION is a great destination that will provide your children with inspiration and experiences that will stay with them for life. I cannot stress enough the emphasis on musical and personal development that this trip will provide and if you have any doubts to the merit and benefits then please contact me straight away.

We have worked hard to ensure that this trip is as cost efficient as possible and we also have loads of ideas for student and school fund raising activities that will go a long way to increasing student appreciation of price.

The cost will be approximately **£XXX,** which includes return coach from **SCHOOL?** to **XXXXXXXXX**, and onwards to the **XXXXX XXXXXX, X** nights **XXX** and **XXXXXXXXX** hotel accommodation, transfers, insurance and all concert arrangements.

If your child would like to participate in the trip, please complete the slip below and return it to **Mr/Mrs xxxx** with a deposit of **£xxx** by **dd/mm. xx** further instalments of **£xx** each will be collected over the next academic year.

Please note: Deposits, where charged, are non-refundable. If a pupil is unable to take part in a trip after further monies have been paid, the school will endeavour to recoup costs on the pupil’s behalf. Please note that in the majority of cases this is not possible, owing to group booking terms and conditions and cancellation fees.

We are proposing to hold an Information Evening on DATE. This is a great opportunity to meet one of the Travelbound team and have any questions about the tour answered. We would be grateful if you could indicate your attendance using the slip below.

**✂--------------------------------------------------------------------------------------------------------------------------------------------------**

*Please return to NAME OF TEACHER by DATE at the latest*

NAME:

I am interested in my son/daughter taking part in the Concert Tour to Belgium from 7 – 10 July 2013.

I am/am not able to attend an Information evening on DATE TBC.

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_