To: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Monday, November 25, 2013

From: Mrs. Harnack Period A Teacher: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Europe Trip
London, Paris & The Alps
March 8 to March 17, 2014**

In order to make sure that you are registered correctly for our upcoming trip to Europe, it is VERY VERY important that I check, double check and triple check that your name as registered with EF Tours matches EXACTLY with your name as it appears on your passport. So…..

**…Please bring me a photocopy of your passport – specifically the page with your name and photo – no later than Wednesday November 27th.** If you have already, thank you!

Also, please fill out the following and return to Mrs. Harnack in room 2120 or in Mrs. Harnack’s mailbox in the Main Office. Please print neatly.

Name:

Roommate Request (2 names only):

Health Insurance Coverage Information:

Provider:

Policy Number:

Procedure in the event of an Emergency:

Dietary Requests (i.e. Allergies, Vegetarian)