



PO Box 102
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Dear School Principal, Excursion Organisers, Team Leaders,

You have received this letter as our records show you have travelled with us on more than one occasion.

BOOKINGS FOR 2015 AND 2016 ARE NOW UNDERWAY - IT'S NOT TOO SOON!

2015 → Filling up very fast – Limited spots in Term 3 – 2015 is the Centenary of Gallipoli WWI

2016 → Do not miss out – Book now

2017 → Wise to book

2018 → It's never too early to start planning

The advance-booking trend requires a different outlook and ADVANCE MANAGEMENT PLAN by School Principals and their executives

- Advanced bookings allow us to manage your school's accommodation and attraction bookings at the earliest opportunity, to ensure you obtain not only the dates you require, but also the attractions and timing that you need.
- The benefits of advanced bookings means you need not worry from year to year obtaining your accommodation preference and the attractions you particularly want, along with PACER Rebate eligibility.
- Booking in advance is even more important for schools with large numbers, due to limited accommodation venues and the need to book coaches in advance.
- Accommodation and attractions (including attractions to gain Pacer eligibility for Canberra) are booked on your schools behalf. Remember we are happy to manage your schools excursion requirements obligation free* until year of travel, ensuring the schools excursion needs are covered.

**Some accommodations require advance-booking deposits, in which case the school will be invoiced and a signed Booking Conditions would be required prior to the year of travel.*

Please help us, help you, by filling out the attached Advanced Booking Form and returning to Away We Go Tours as soon as possible. Should you have any further questions, please do not hesitate to call.

Kind regards,

Karen Peters
Manager
Away We Go Tours

Advanced Booking Form

SCHOOL DETAILS			
School Name			
Address			
Phone		Fax	
School Email			
SCHOOL CONTACT	Principal, Assistant Principal or Executive Teacher We are aiming for continuity and schools retaining the knowledge of the booking		
Contact Email(s)	1.		
	2.		
APPROXIMATE NUMBERS			
Year of Students		No. of Students	
No. of Teachers		No. of Extra Adults	
DESTINATION ROTATION			
<i>Note: If your school has two separate year groups travelling at separate times, or on separate rotations and tours, please fill in one form per year group. Thank you</i>			
Destination	Year	Preferred dates or travel week e.g. Monday – Wednesday, Week 1, Term 3 or list EXACT dates if known	
	2015		
	2016		
	2017		
	2018		
CONFIRM – Please book the listed details (both above and page 2) on behalf of our school			
I understand that the school is under no obligation to confirm until the beginning of the year of travel * Unless an early deposit is required by an accommodation or attraction.			
Name			
Signed			
Position			
Date			

Please see next page if you are travelling to either Canberra, the Snowy Mountains or Bathurst

Away We Go Tours Advanced Booking Form Continued...

CANBERRA				
Please indicate inclusions – Please tick			YES	NO
Parliament House	Hospitalities (30 minutes)			
	Tours (1 hour)			
	Education (1 hour)			
Museum of Australian Democracy (MOAD) <i>Located at Old Parliament House</i>		Program (1 hour) - paid		
Electoral Education Centre (EEC) <i>Located at Old Parliament House</i>		Program (1.5 hours)		
Australian War Memorial	Teacher Guided - free			
	Facilitated - Short (45 mins) Program - paid			
	Facilitated – Long (1 hour) Program - paid			
	Discovery Program (30 minutes) 'D-Zone' - paid			
Preferred accommodation preference (if any)				
Other specific requirements or attractions				
SNOWY MOUNTAINS				
Please indicate inclusions – Please tick				
Snowsports options are available from the Long Weekend in June until the Long Weekend in October				
Snow Play options are available from Long Weekend in June until Week 6, Term 4				
Chair Ride		Skiing / Boarding		
Clothing Hire		Kosciuszko National Park Education Centre Program		
Snow Play		Snowy Hydro Education Centre		
Preferred accommodation preference (if any)				
Other specific requirements or attractions				
BATHURST				
Please indicate inclusions – Please tick				
Bathurst Goldfields – All Programs (4.5hrs)		Scenic World		
Gold Tour & Panning – (2.5hrs)		Hartley Village		
Life In The Goldfields – (2hrs)		Waradah Aboriginal Program		
Heritage Park – Sheep & Cattle Show		Mt Piper Power Station - free		
Additional at cost night activities or attractions e.g. Camp Fire, Colonial Music, Ten Pin Bowling				
Preferred accommodation preference (if any)				
Other specific requirements or attractions				