

Team Elmhurst 2005 Girls
Julie Barton and Karsten Roy
175 E Wilson
Elmhurst, Illinois 60126

December 4, 2019

Dear Julie and Karsten,

We are pleased to confirm all your team's arrangements for your tour to the Donosti Cup. 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:

July 5 – July 12 2020 – Donosti Cup

Teams: One 2005 Girls team – class G16
Sport program: 2020 Donosti. More information see <https://www.donosticup.com/english.asp>
Accommodation: This hotel in southern Basque Country is 0.5 mi from San Sebastián Airport, and 6 mi from Plage d'Hendaye in France. The rooms offer free Wi-Fi, flat-screen TVs and minibars. The hotel has a restaurant, a garden and a seasonal outdoor pool. We are currently holding 13 doubles, 2 triple rooms, and 4 quads.
Meals: Daily breakfast is included.
First meal: Breakfast, Sunday July 5, 2020
Last meal: Breakfast, Sunday July 12, 2020
Breakfast will be served in the hotel.
WiFi costs: Free of charge
Accomm. Address: Hotel Río Bidasoa
Nafarroa-Behera Kalea, 1,
20280 Hondarribia, Gipuzkoa, Spain
Tel: +34 943 64 54 08
Website: [Hotel Río Bidasoa](#)

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:

During the Donosti Cup, tournament staff is available at your hotels and the tournament information centers to assist you and your group.

Ground transportation:

During your stay at the Donosti Cup 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). We have included as well airport transfer July 5 and 12, 2020. 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.

Air transportation/flights:

The following flights have been booked for your group:

Saturday - July 4, 2020

Departure: 2.45pm - Flight LX 7 from Chicago (ORD) to Zurich

Arrival: Sunday, July 5 - 6.20am - Zurich airport

Departure: Sunday, July 5 - 7.15am - Flight LX 2058 from Zurich to Bilbao

Arrival: Sunday, July 5 - 9.10am - Bilbao airport

Sunday - July 12, 2020

Departure: 11.30am - Flight LH 1825 from Bilbao to Munich

Arrival: Sunday, July 12 - 1.35pm - Munich airport

Departure: Sunday, July 12 - 3.25pm - Flight LH 434 from Munich to Chicago (ORD)

Arrival: Sunday, July 12 - 6.15pm - Chicago O'Hare airport

Seat assignments:

Around 90 days before departure we will send the team manager or coach a list to fill out with the official names (as per passport) for the airline. Passengers can add seat requests to this spreadsheet such as 'window seat' or 'aisle seat' or who wants to seat together. These requests **cannot** be guaranteed. Lufthansa will assign seats at the time of ticketing, no specific seat requests are permitted. All seat requests or changes must be done at the airport upon check-in, all seats are a first come first serve basis. The airline will block with group in seats next to one another if available.

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:

Feel free to check out the Donosti Cup website.

Referees and linesmen:

Please see the tournament website for more information - [Donosti Cup](#)

Day by Day Itinerary

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