

Pilgrimage for Catholic School Teachers

Rome & Assisi



December 27, 2013 – January 3, 2014

Your 8 Day Pilgrimage Features:

- Six (6) nights accommodations: (1) night in Assisi at the Hotel Cenacolo, (5) nights at the religious house in Rome
- Continental Breakfast daily
- Four (4) Dinners, including a Welcome and Farewell Dinner
- Luxury motor coach for airport transfers in Italy and specified sightseeing
- Catholic tour escort while in Italy
- Local guides: half day in Assisi, 3 half days in Rome
- Sightseeing per itinerary
- Entrance fees: St. Priscilla Catacombs, Vatican Museums, Coliseum and San Clemente Basilica
- Daily Mass in unique and historical churches
- Hotel taxes and portorage for 1 piece of luggage
- Gratuities payable to escort, guides and drivers
- City taxes
- Round trip confirmed air on US Airways from Seattle to Rome via Philadelphia including fuel surcharges and government imposed fees of \$550 as of 03/26/13; final amount subject to change

New Years Eve in Rome



Fr. Raymond Cleaveland, Chaplain and Pilgrimage Leader

ITALY PILGRIMAGE

ITINERARY*

Friday, December 27 ✈️ Departure

Overnight flights on scheduled air to Rome.

Saturday, December 28 ✈️ Arrival Rome | Assisi

Arrive in Rome and meet your professional escort, transfer by private motor coach to Assisi. Celebrate Mass this evening at the Church of St. Clare followed by a brief tour and group welcome dinner. Overnight in Assisi. (D)

Sunday, December 29 ✈️ Assisi | Rome | Catacombs



Today enjoy ½ day tour of Assisi. Visit the Basilica of St. Francis and discover the intact Giotto frescos that adorn the wall of the Church. Celebrate Mass. Free time to explore Assisi with its quaint shops. Travel to Rome this afternoon. Enroute visit St Priscilla's catacombs to get a good view of early Christian art up close. See how the early Christians employed art in catechesis. Arrive in Rome for dinner and overnight in Rome for 5 nights. (CB | D)

Monday, December 30 ✈️ Vatican Museum | Sistine Chapel

This morning, celebrate Mass at the crypt in St. Peter's Basilica (subject to confirmation). Visit the Vatican Museum and the Sistine Chapel, where you will view some of the most inspiring works of art, including Michelangelo's magnificent fresco of the Last Judgment. Overnight in Rome. (CB)

Tuesday, December 31 ✈️ Ancient Rome | New Years Eve



After breakfast, the group will explore Ancient Rome with a tour that includes the Coliseum (inside visit), Capitol Hill and the Roman Forum. Celebrate Mass at St. Maria Ara Coeli. Return to hotel to freshen up before New Year's Eve Vespers and Te Deum with the new Holy Father, Pope Francis, at St. Peter's Basilica (subject to confirmation of tickets). New Year's Eve Dinner at Lo Scarpone. Afterwards walk to the Gianiculum to see the evening's fireworks celebration. Overnight in Rome. (CB | D)

Wednesday, January 1 ✈️ Rome | Optional Walking Tour



Attend Mass this morning at St. Peter's Basilica with the Holy Father (subject to confirmation of tickets). Afterward your tour escort will lead an optional walking tour to see the Trevi

Fountain, Pantheon and Piazza Navona. Afternoon at your leisure to explore the wonders of Rome. Overnight in Rome. (CB)

Thursday, January 2 ✈️ Christian Rome Tour



Today enjoy a Christian Rome Tour, including St. Mary Major and John in Lateran, the Cathedral of Rome. Visit the Church of San Clemente with its magnificent frescos and 12th century mosaics. See the Holy Steps climbed by Christ in Jerusalem, and the Basilica of the Holy Cross

where some of Christianity's most important relics are housed, including a piece of the True Cross, thorn and nails. The last visit will be at St. Paul's Outside the Walls. Farewell dinner Da Benito and overnight in Rome. (CB | D)

Friday, January 3 ✈️ Return flight to USA

This morning, check out and depart for the airport for your return flight home.



*Itinerary is tentative and subject to change
CB=Continental Breakfast, D=Dinner

***PRICING TERMS:** Price stated is as of 03/26/13 and could change prior to Final Invoicing due to new airline fuel surcharges, U.S. and International Government imposed fees, fluctuation in currency exchange rates, or failure to have a minimum of 21 passengers. **Final price may be higher or lower and will be reflected on your Final Invoice issued by email 60 days prior to departure.** Your price cannot increase once you pay that Final Invoice (early final payment cannot be made.) Payment of the initial deposit for this trip indicates you have accepted these pricing terms and all terms specified in the Terms and Conditions.

\$4,234 Regular Price, per person after May 30, 2013
-\$100 Book by May 30, 2013 and save \$100
-\$135 Cash discount for payment by cash or check
\$3,999* Early Booking cash discount price (double occupancy)

***See adjacent boxes for Pricing Terms and Checked Baggage Fees**

THE TOUR DOES NOT INCLUDE:

- Airport transfers for travelers not on group flights
- Meals not specifically identified
- Beverages with meals
- Other personal expenses
- Items not specifically mentioned in inclusions on page #1

***Checked Baggage Fees are not included in this tour package price.** Most airlines charge fees ranging from free to \$75 per bag one way. If traveling with group air, the air carrier for your flight will be announced in your final travel documents and an online link provided to learn the exact charges of your carrier. Note: Because of space limitations aboard the transportation at the destination, you may only bring one checked bag on this trip.

Catholic School Teachers Pilgrimage to Italy

1.) RESERVATION FORM (one form per person, photo copies of form are permitted):

☐ Clergy ☐ Mr. ☐ Mrs. ☐ Miss Birth date ____/____/____
 Name _____
 (As it appears on your passport) If Under 18: Age _____ (see back)
 Address _____ City _____
 State _____ Zip Code: _____ Home Phone(_____) _____
 Cell Phone (_____) _____ Email address* _____

*** EMAIL COMMUNICATION** – It is important for travelers to supply their email address and to notify Corporate Travel Service of any address changes. Updates about your trip will be sent by email, so it is important that settings in your email system allow communication from addresses originating at ctscentral.net.

(Roommate) _____
☐ I would like Land Only for a reduction of \$1,250 and will sign a Land Only waiver form.
☐ I would like a roommate; please put me in touch with other passengers looking for a roommate. I understand that I must pay the single supplement if no roommate is found.
☐ I prefer a single room and will pay an additional \$500, which is due with my balance.
 Preferred Name for Name Badge _____

2.) PASSPORT (required to travel):

☐ Copy of passport inside page showing name and photo is enclosed.
☐ I am applying for a passport and understand that I must supply a copy to Corporate Travel Service by July 30, 2013. Corporate Travel Service is not responsible for passports that are not valid 6 months following the return date of the trip. (See back page of Terms and Conditions-Passports)

3.) PAYMENT TERMS & SCHEDULE:

Deposit \$350 deposit to register. \$1,250 additional due on or before July 30, 2013. **A final invoice, reflecting the final price, will be issued 60 days (10/28/13) prior to departure.** Final Payment must be made between 60 and 45 days (11/12/13) prior to departure **(early final payments can not be made. Do not make your final payment until you receive your final invoice).** Late bookings after 60 days prior to departure require payment in full by credit card at time of booking. Price reflects an Early Booking Savings of \$100 per person for deposits received on or before May 30, 2013. Price also reflects a cash discount of \$135 for tours paid entirely by cash or check. Cash discount will be taken at the time the final payment is made.

Checks payable to: Corporate Travel Service **Credit Card:** Visa or MasterCard (circle one)
 Name as it appears on Card _____ Amount \$ _____
 Card Number _____
 Security code (back of card) _____ Expiration _____
 Card Billing Address _____

4.) TERMS AND CONDITIONS:

I have received, read and agree to the TERMS & CONDITIONS on the backside of this form and the Liability clause, Pricing Terms and Payment Terms outlined on this side of the form. I understand that by signing this form, I will not dispute any credit card charges associated with this trip. I also understand that Corporate Travel Service highly recommends the purchase of travel insurance (see terms and conditions for details) and that the cancellation terms and penalties cannot be waived for any reason. If I decline to purchase travel insurance, I understand that there is no monetary recourse for any flight cancellations or delays by the airlines and I agree to the cancellation terms and penalties.

Signature _____ (Required to confirm reservation)

Signature of Parent or Guardian if Under 18 _____

December 27, 2013 – January 3, 2014

Liability: Corporate Travel Service, Inc., its employees, shareholders, officers and directors (collectively "CTS") does not own or operate any entity which is to or does provide goods or services for your trip, including, for example, lodging facilities, transportation companies, local ground operators, including, without limitation, various entities which may utilize the CTS name, guides, sightseeing companies, entertainment, food or drink service providers, equipment suppliers, etc. As a result, CTS is not responsible for any negligent or willful act or failure to act of any person or entity. In addition, CTS is not responsible for any negligent or willful act or failure to act of any person or entity it does not own or control, nor for any act or inaction of any other third party not under its control. Without limitation, CTS is not liable for any direct, indirect, consequential, or incidental damage, injury, death, loss, accident, delay, inconvenience or irregularity of any kind which may be occasioned by reason of any act or omission beyond its control, including, without limitation any willful or negligent act, failure to act, breach of contract or violation of local law or regulation of any third party such as an airline, train, hotel, bus, taxi, van, local ground handler or guide, whether or not it uses the CTS name, financial default or insolvency of any supplier which is to, or does supply any goods or services for this trip. Similarly, CTS is not responsible for any loss, injury, death or inconvenience due to delay or changes in schedule, overbooking of accommodation, default of any third party, attacks by animals, injury or death while on activities sponsored by lodging facilities or by other third parties, sickness, the lack of appropriate medical care, evacuation to same, if necessary, weather, strikes, acts of God or government, acts of terrorism, or the threat thereof, force majeure, war, quarantine, epidemics, or the threat thereof, criminal activity, or any other cause beyond its control. Should Fr. Raymond Cleaveland be unable to participate in this event, every effort will be made to secure a substitute. Regardless of the participation of Fr. Raymond Cleaveland the tour will proceed as scheduled on the dates listed. By signing this form to participate in this tour, you agree that the terms of the cancellation penalty will be binding upon you regardless of whether Fr. Raymond Cleaveland is able to participate. Corporate Travel Service will not be responsible for any loss incurred by traveler, including lost days of the scheduled tour, due to a cancelled flight or other means and modes of transportation. Please investigate purchasing travel insurance as recommended, to cover any type of loss associated with cancelled air or other transportation.

CANCELLATION INSURANCE IS HIGHLY RECOMMENDED

For optimum insurance coverage, purchase travel insurance within 14 days of deposit.
 Call Corporate Travel Service at
 313-565-8888 ext 151

Please mail payments to:
Corporate Travel Service, Inc.,
23420 Ford Rd., Dearborn Heights, MI 48127
Phone: 313-565-8888 x 121 Fax: 313-565-3621
Website: www.ctscentral.net

Hours of Reservations
Department:
Monday –Friday:
9:00am – 5:00pm EST

TERMS AND CONDITIONS

PRICING TERMS: These are outlined adjacent to the estimated selling price listed in this brochure.

PAYMENT TERMS: In order to meet deposit schedules with suppliers for this tour, Corporate Travel Service asks for prompt payment on the requested dates. Please see the reservation form for the payment schedule. Corporate Travel Service also accepts Visa and MasterCard for payment. Traveler agrees not to dispute any credit card charges associated with this trip.

CANCELLATION POLICY: A notice of cancellation must be received in writing. Forfeit \$100 for cancellations between time of deposit and July 30, 2013. Forfeit \$350 for cancellations between July 30, 2013 and September 18, 2013. Forfeit \$1,600 for cancellation between September 18, 2013 and October 28, 2013. After October 28, 2013, there will be no refund. Penalties will be according to the fax or postmark date.

CANCELLATION INSURANCE: Corporate Travel Service HIGHLY RECOMMENDS the purchase of travel insurance. In order to receive the optimum insurance coverage, purchase travel insurance within 14 days of deposit. Call Corporate Travel Service at 313-565-8888, ext. 151.

PASSPORT: A valid U.S. Passport is required of all passengers. Please apply for your passport immediately as passports may take a long time to process. Make sure to have it in your possession at all times while on tour. **It must be valid for 6 months following the return date of the trip or boarding may be denied or entry into the destination may be forbidden. Please provide Corporate Travel Service with a copy of the inside page of your passport (showing your name and photo) at the time of reservation.**

GROUP AIR:

Group Air Restrictions: Due to the airlines' reduced capacity and restrictive group reservation terms, group air reservations are often difficult to coordinate. The number of connections, length of layovers, and all conditions surrounding air travel cannot be guaranteed and may change before departure. Accordingly, if you require specific air travel needs and are not flexible concerning group air travel, you may wish to consider purchasing a Land-Only package and secure your own preferred air arrangements.

Group Air Seat Assignments: Please note that group seats are assigned "at the discretion of the airline", although every effort will be made to fulfill requests. **SPECIFIC SEAT ASSIGNMENTS CANNOT AND WILL NOT BE GUARANTEED.** Seat numbers will not be advised until check in at the airport. If you require specific seats, Corporate Travel suggests you book the tour package as "land only" and arrange your own air. Note that 'bulkhead' and 'exit row' seats are assigned by the carrier at the airport.

Group Air Mileage Credit - Reduced: It is common for carriers to give partial or no credit for group flights. It is important to give your frequent flyer number when checking in at the airport to make sure any eligible miles will be recorded.

Group Air Not Upgradable: Group Air is economy class and is not upgradable to first class, business, economy plus, etc. To travel with an upgrade, you must choose "Land Only" and book independent air. (See "Land Only" topic.)

Land Only: Those electing to make their own air arrangements will travel "Land Only". In this case, you must notify Corporate Travel no less than 120 days before departure, be responsible for meeting the group at a specified location and time on the tour, and sign a Corporate Travel Land Only Waiver. Land only passengers are responsible for arranging and the cost of transfers to and from the airport.

Flight Cancellations and Delays: Corporate Travel will not be responsible for any loss incurred by travelers due to a cancelled flight or other means of transportation. Please investigate purchasing travel insurance to cover any type of loss associated with cancelled air or other transportation.

TRAVEL DOCUMENTS: Unless otherwise notified, Corporate Travel Service will mail to you or your group leader a more detailed itinerary and General Information Sheet approximately 2 weeks or 10 days before departure.

ITINERARY: The Itinerary as presented in this brochure is tentative and represents what we are planning for you, however it is subject to confirmations from many organizations. Because of changes in local schedules, we may need to alter specified events, dates and/or venues to better fit the overall plan. The right is reserved to alter or cancel the itinerary, at Corporate Travel Service's sole discretion, as it may deem necessary or advisable.

GRATUITIES: Gratuities for your escort, driver and guides are included.

RELIGIOUS HOUSE ACCOMMODATIONS: The Domus Carmelitana in Rome is simple with no frills, yet comfortable and clean.

ROOMS: Tour prices are per person according to a room type: a "Single" room is one person in a room and a "Double" is two persons in one room. "Triple" rooms are discouraged because of cramped quarters. Triples are one double bed with two persons sharing the bed and one single bed. Triples are not always available and are discouraged because of cramped quarters.

LUGGAGE: Baggage is at owner's risk throughout the tour.

Checked Baggage: Fees are not included in this tour package price.

Most airlines charge fees ranging from free to \$75 per bag one way. If traveling with group air, the air carrier for your flight will be announced in your final travel documents and an online link provided to learn the exact charges of your carrier. (Note: The website iflybags.com may be helpful and gives sample fees for all carriers.) Checked baggage is limited to **one** bag per person. There can be no exceptions. For most airlines, the one checked bag is limited to **50 pounds and 62 inches** (length + width + height). If these specifications are exceeded, excess charges may be collected by the airline at the airport. Do not lock baggage you intend to check in at the airport. Please confirm these specifications when you receive your final travel documents, as they can and do change.

Carry On Luggage: You may also bring a small carry-on bag that will fit under an airline seat and on the small parcel racks of the motor coach, which average about 8 inches high by 18 inches deep. It is best if your carry-on bag is soft sided, as the parcel racks on the motor coaches are small. Currently, travelers are allowed to transport only small amounts of liquids, gels, lotions, aerosols or similar items on their person or in their carry-on luggage. Details will be in your final travel documents.

HEALTH REQUIREMENTS: Travelers must be medically and physically fit for this tour. This tour requires significant walking, as motor coaches are not permitted to pick up and drop off in front of major attractions. The tour is not wheelchair accessible. Any special medical conditions or equipment must be advised in writing, for evaluation of feasibility, at the time of making your reservation. Should any special assistance be required, traveler agrees to bring a companion capable and willing to assist traveler.

CHILDREN UNDER 18: For a minor under the age of 18 to travel out of the United States without both parents or legal guardians, a notarized affidavit must be obtained and presented to immigration official upon departure and return to the United States. You may request a form from our office.

STATE DEPARTMENT & OTHER AGENCIES: From time to time the State Department (www.state.gov) and the Center for Disease Control (www.cdc.gov) and other government agencies and departments issue travel advisories or warnings for one or more of the destinations that you may be visiting on tour. We encourage you to contact these agencies directly to obtain the most current information. Corporate Travel Service cannot change the cancellation terms or conditions based on the issuance of any such warning or advisory or the occurrence of any terror, health or other incident in one or more of the places this tour is scheduled to visit. All cancellation penalties must remain in full force and effect as outlined on the reservation form.

PHOTOGRAPHY: Corporate Travel Service may take photographs or film of its trips and trip participants, and participant grants Corporate Travel Service express permission to do so and for Corporate Travel Service to use such for promotional or commercial use.

UNUSED SERVICES: There is no right to a refund for any unused services.

CHANGES: Changes in any of the terms and conditions can be made only in writing signed by an officer of Corporate Travel Service.

PARTICIPATION: Corporate Travel Service reserves the right to decline to accept or retain any participant on any of its tours if, in its sole discretion, it deems accepting or retaining any such participant as being detrimental to the tour. In the event any participant is removed from a trip, Corporate Travel Service's only obligation is to refund to that person that portion of the payment allocable to unused services.

BINDING ARBITRATION: Any controversy or claim arising out of or relating in any way to these Terms and Conditions or any other information relating in any way to the trip, or to the trip itself, shall be settled solely and exclusively by binding arbitration in Dearborn Heights, Michigan, to the exclusion of litigation anywhere else in the world, in accordance with the commercial rules of the American Arbitration Association then existent. Substantive (but not procedural) Michigan law shall apply in any such arbitration. The arbitrator and not any federal, state, or local court or agency shall have exclusive authority to resolve any dispute relating to the interpretation, applicability, enforceability, conscionability, or formation of this contract. Including but not limited to any claim that all or any part of this contract is void or voidable.



PILGRIMAGES
BY CORPORATE TRAVEL