

# WJHS Alumni Ireland 2018 –Payment Schedule

## When, where, and how to pay? What about airfare?

**When:** See the chart below for the payment deadlines. We will have your group leader send out a billing reminder before each payment is due.

Payment Schedule		
Description	Due Date	Amount
Deposit	At time of registration	\$1000
Payment #2	April 20, 2018	\$1000
Payment #3	May 25, 2018	\$299 + Airfare and/or Single Room Supplement

**Where:** All check payments should be mailed directly to the tour company. The check should be made out to **AFAR & AWAY TRAVEL, LLC.**

Here is the mailing address if you would prefer to send payments direct:

AFAR & AWAY TRAVEL, LLC  
27300 Center Ridge Road  
P.O. Box # 450761  
Westlake, Ohio 44145

**How:** Make sure to write "**Alumni Ireland**" and the **participant name** on the memo line of the check.

**If you are paying by credit card you will receive an invoice with a secure link to your billing email the week the payment is due.** If you choose to pay for your trip through a credit card you will be charged a 3% convenience fee per payment. There is no additional fee if you pay by check. Everyone has the option to pay by check or credit card.

**Airfare:** **Airfare will be purchased for the group who request to be part of the airline group. We will communicate this information as soon as we determine what our best option is for the flights.**

**If you withdraw from the program after the airline tickets are purchased, be advised the tickets are non-refundable. You will receive the airline confirmation number and will be able to utilize the credit according the policy of the carrier.**

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**Please mail payments to:**

**AFAR & AWAY TRAVEL, LLC**

27300 Center Ridge Road

P.O. Box # 450761

Westlake, Ohio 44145

**Participant Information:**

Name: \_\_\_\_\_  
Last First Middle

\_\_\_\_\_  
Street

\_\_\_\_\_  
City State Postal Code

Payment Amount: \_\_\_\_\_