

# Vatican Studies 2023 –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. You will receive a final invoice with the airfare before the final payment is due.

Payment Schedule		
Description	Due Date	Amount
Deposit	Due by January 10, 2023	\$500 (+\$450 if Trip Protection is included)
Payment #2	February 17, 2023	\$1000
Payment #3	April 7, 2023	\$1500
Payment #4	May 5, 2023	\$549 + Airfare is due

**Where:** All check payments should be mailed directly to the tour company. The check should be made out to **AFAR & AWAY TRAVEL, LLC**. When school is in session, students can bring their payment to their group leader at school. The group leaders will mail a batch of payments out together.

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

AFAR & AWAY TRAVEL, LLC  
19525 Hillard Blvd.  
PO Box 16022  
Rocky River, OH 44116

**How:** Make sure to write “Vatican” and the **name of the participant** 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 and each participant will be billed/invoiced with the purchase price. The airfare is billed as the final payment. We are currently working to find the best airfare option possible. 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 to the policy of the carrier.**

# Vatican Studies 2023 – Remittance Form

**Please mail payments to:**

**AFAR & AWAY TRAVEL, LLC**  
19525 Hillard Blvd.  
PO Box 16022  
Rocky River, OH 44116

**Participant Information:**

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

\_\_\_\_\_  
Street

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

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

**Notes:**