Nowak Tours Online Registration & Payment Instructions

Follow these steps to register for the trip and make online payments. If you experience difficulties, feel free to contact our office for assistance at 877-293-4900. We accept Visa, MasterCard, and Discover.

Register For

Account Holder Info

Step 1: Account Holder Info

nt/Guardian First Nam

2

Add Traveler

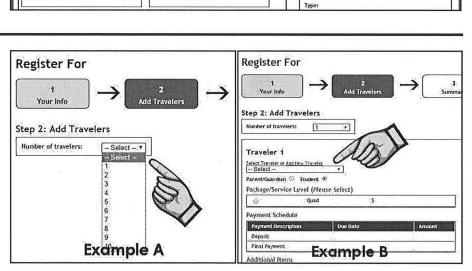
Parent/Guardian Last Na

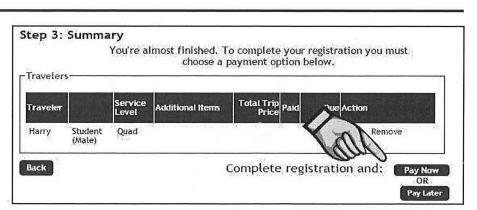
Go to www.nowaktours.com and click the "Traveler Login" link at the top right. The login screen displayed in Image A will appear. Returning users will log into your account using your username and password. New users will click the "Create Your Account" link. Enter the Trip ID as displayed in Image B to the right and click "Continue". Then, follow the three step registration process shown below.

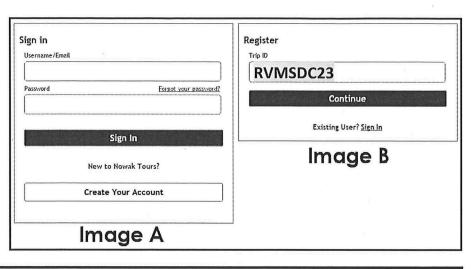
Step 1 – Account Holder Information: Enter your information and select the "Next" button and proceed to Step 2 to add the traveler(s).

Step 2 – Add Travelers: Using the dropdown box, select the number of travelers that you want to register as shown in "Example A". You will then see a form for each traveler appear as shown in *"Example B"*. Select the traveler from the dropdown box, or select "Add New Traveler". Then complete the remainder of the form(s) and click the "Next" button to proceed to Step 3.

Step 3 – Finish and Pay: Click the "Pay Now" button to complete your registration and make a credit card payment. Click the "Pay Later" button to complete your registration and mail a check or pay at a later date. Your trip registration is now complete.







3

Trip Summar

Destination :

School

From

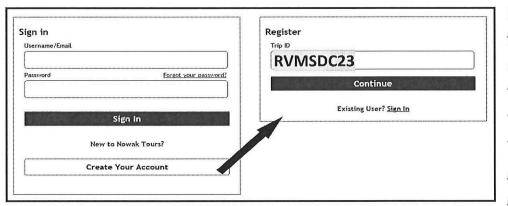
Nowak Tours



You MUST register online before any payments will be accepted.

Your online account gives you access to important trip documents and details, online payments, and more...

How Do You Register?-



Registering is quick and easy. Go to <u>www.nowaktours.com</u> and click the **"Traveler Login"** link at the top right. Then, simply follow the included instructions to complete the trip registration. <u>Returning customers should sign</u> <u>into their account to register.</u>

Trip ID: RVMSDC23

Group Name: River Valley Middle School

Destination: Washington DC

Trip Date(s): May 16 – 19, 2023

Students:* \$662 per person (Quad Occupancy)

*Registration is based upon availability. Cancelling at least 45 days prior to the trip departure date will receive a full refund minus any non-refundable items in addition to a \$35 processing fee. Cancelling within 44 - 15 days of the departure date forfeits 75% of the trip cost. Cancelling within 14 - 0 days of the departure date forfeits 100% of the trip cost. <u>A non-refundable</u> <u>convenience fee of 3% is added to all credit card payments. There is no fee for</u> <u>mailing a check. Checks will not be accepted within 30 days of trip departure</u>.

Payment Schedule	
October 15, 2022	\$220
January 1, 2023	\$220
March 15, 2023	\$222