



**1860 Western Avenue
Albany, NY 12203**

Ph: 1-800-833-4373 / 1-518-862-0042

Fx: 1-518-862-0152 / 1-518-862-1820

Email: operations@celtictours.com

Web: <http://www.celtictours.com>

AD HOC GROUP CONTRACT

Page 1 of 5

TO: **LASALLE INSTITUTE**
174 Williams Rd
Troy, NY 12180
PH: 518-283-2500 ext. #270 FAX: 518-383-6975
E-Mail: shendry@lasalleinstitute.org

ATTN: Shane
FROM: Kathy Gordon
DATE: March 8, 2011

RE: Notre Dame v Navy August 26-Sept. 2, 2012

Dear Shane:

We are pleased to **confirm** the following for the above group. This is your contract and must be signed and a copy returned to Celtic Tours.
PLEASE NOTE THAT UNTIL THE AIR IS CONFIRMED, THIS IS SUBJECT TO CHANGE.

AIR SPACE – FORTY-FIVE (45) SEATS (Group air space/rate is based on a minimum of 10 passengers): **TO BE ADVISED 11 MONTHS PRIOR:**

Sunday, August 26, 2012 JFK/or BOS – SNN/or DUB
Sunday, September 2, 2012 SNN/or DUB – JFK/or BOS

HOTEL SPACE – TWENTY-FIVE (25) ROOMS:

KILLARNEY:	BW Eviston House Hotel	August 27, 28	2 Nights	D/B & B
DUBLIN:	Maldron Hotel Cardiff Lane	Aug. 29, 30, 31	3 Nights	B & B
LIMERICK:	Carlton Castletroy Hotel	Sept. 1	1 Night	D/B & B

NET LAND Cost:

# of Adult Paying Passengers Per Coach:	45	40	36	30	25	20
NET Land Cost – per person sharing:	\$1,735	\$1,761	\$1,787	\$1,828	\$1,822	\$1,878
Free Places LAND on a shared basis	2	2	2	2	1	1

NET Single Room Supplement: \$546 limited to 1 single for every 5 twins

NET AIR FARE – CANNOT QUOTE AIR SPACE UNTIL 11 MONTHS OUT.

NET Air Fare from ??? per person: \$TBA

US Departure Taxes/Security Fees/Fuel Surcharges are additional – Currently \$TBA– not guaranteed until ticketed.

INSURANCE: Coverage For Air Booked By Other Parties –includes coverage for any direct round trip air flights booked by others, to and from the Scheduled Trip Departure and return cities, provided the dates of travel for the air flights are within 7 total days of the scheduled Trip dates.

Optional Travel Protection Insurance is available – **starting** at \$71 Net per person. Insurance **must** be purchased with initial passenger deposit. The premium is based on the **Total Selling Price** of the tour. *Higher levels of insurance are available. Please call for details.* Travel Insurance premium is non-refundable.

Tour Sells For (GROSS):	\$0 - \$1,500	Travel Insurance: \$71 Net per person
Tour Sells For (GROSS):	\$1,501 - \$2,500	Travel Insurance: \$89 Net per person
Tour Sells For (GROSS):	\$2,501 - \$3,500	Travel Insurance: \$116 Net Gross per person
To purchase insurance premium, Celtic Tours must be advised of the selling price of the tour (including taxes).		

LAND RATE INCLUDES:

- Six (6) Nights of First Class and Superior First Class hotels throughout, rooms with private facilities



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- Full Irish breakfast daily, except day of arrival
 - Three (3) hotel dinners, outside of Dublin, and one special dinner & Irish entertainment in Dublin
 - All transportation and sightseeing via Deluxe Touring Motor Coach with the services of a professional Irish driver/guide throughout.
 - Game Ticket and Boxed Lunch
 - Visits/Admissions: Kilmainham Jail, Guinness Storehouse, Trinity College, Blarney Castle & Woollen Mills, photo stop at Rock of Cashel, Touring of the Ring of Kerry and panoramic tour of Dublin city.
 - Portage of one (1) suitcase per person.
 - Tips and taxes in Ireland. **Gratuities to the driver/guide not included.**
 - Celtic Tours flight bag and portfolio of travel documents.
-

GROUP BOOKING CONDITIONS:

AIR TICKETS: All Group Fares are based on a minimum of 10 passengers and a 125 - day advance purchase. Airfares, taxes and fuel surcharges change daily and can only be guaranteed at time of ticketing. All group fare tickets must be purchased 125 days prior to departure. From 124 to 65 days prior to departure air seats may be sold subject to availability, air fare increase. **Tickets once issued are non-refundable. Deviations/Air mileage is not allowed. NOTE: seat assignments must be dealt with at airport check-in only.** No exceptions on this. Conditions on airfares are those in effect by carriers and are subject to change and airlines reserve the right to change equipment or schedules and airfares without notice. Celtic Tours cannot accept responsibility for changes made by air carriers. Airline seats are subject to availability on receipt of your deposit and are capacity controlled.

GROUND TRANSPORTATION:

Transportation will be by deluxe motor coach. Should the number of participants on any motor coach tour drop below 25 passengers, we reserve the right to operate the tour with a smaller 18 – 24 seat passenger coach.

DRIVER/GUIDES:

If you have a specific driver/guide request, we will note in your file. We CANNOT guarantee that exact driver due to any unforeseen circumstances, ie: vacation, tour scheduling or medical reasons. Final schedule for driver/guides for motor coach tours is done approximately two (2) weeks prior to departure date.

SIGHTSEEING & TRANSFERS:

Sightseeing and entrance fees have been included as specified in itinerary. All foreign airport transfers are also included in the land cost unless otherwise requested by the agent.

PORTERAGE/BAGGAGE:

Due to limited motor coach capacity, we ask that only one (1) suitcase per person is brought on the tour. Portage has been included for one (1) suitcase per person. No responsibility is incurred by the operator for loss of or damage to baggage or any of the passenger's belongings. It is highly recommended by carry baggage insurance.

TIPS AND SERVICE CHARGES:

All taxes and service charges levied by the hotels or charged by various governments and municipalities are included. Airport departure taxes are additional and quoted separately. **We have not included tips to the driver/guide. This is up to the discretion of the passengers.** We do suggest a tip of €6.00 to €8.00 EURO per person per day to be given at the end of the tour. Exceptional circumstances may warrant a higher tip.

EXCHANGE RATES:

Land rates quoted are based on exchange rates expected to be in effect at time of your final payment and are subject to change at review stages between 120 and 95 days prior to departure.

TRAVEL PROTECTION PLAN:

Travel protection is highly recommended. Travel Insurance (premium is non-refundable) must, in order to cover pre-existing conditions, be purchased with passenger's initial deposit. It is the responsibility of the travel agent/group leader to clearly advise Celtic Tours, when travel insurance is included with payment. Travel insurance premium is based on the gross SELLING price of tour/services provided by Celtic Tours. In order to assign the proper coverage, the passengers full tour cost must be indicated with payment information.



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GOLF:

All golf deposits and green fees are non-refundable – no exceptions.

FINAL DOCUMENTATION:

Documents will not be issued unless Full Payment has been received. Documents for groups are finalized 30 days prior to departure. At that time, no changes are allowed. Only cancellations will be dealt with within the 30-day period. Included in documents are full detailed itineraries, hotel lists, flight itineraries (if Celtic Tours blocked the air space), passport wallets, flight bags (if included on your quote) and luggage tags. *Should you require documents by a specific date (i.e. for a presentation), please allow us at least 3 weeks notice so that we can ensure that you receive the documents on time.*

NOT INCLUDED:

Passports, laundry, wines, food and beverages not on the regular table d'hote menu (these extra items will be billed to your client before departing the hotel or restaurant), airport taxes where applicable and International Travel Tax and Portage at U.S. Airports, as well as all other items of a personal nature.

RESPONSIBILITY:

Land arrangements will be provided as described however, Celtic Tours reserves the right to substitute hotels, guest homes and sightseeing features for accommodations and features in similar categories.

GROUP CANCELLATION PENALTIES:

AIRFARES (if included in costing): In addition to the normal land cancellation penalties, the following air penalties apply: **GROUP AIRFARES**, alone and in all-inclusive cost, are based on airline tickets being purchased 125 days prior to departure. Airfares are subject to increase until paid in full. **Air Tickets once purchased are non-refundable.** Name Change Fee: Each airline is different, and you will be advised of their rules, regulations and fees at time of air confirmation.

ONCE AIRFARES AND SCHEDULES BECOME AVAILABLE, WE WILL ADVISE YOU OF THE AIRLINE POLICY FOR CHANGES, CANCELLATIONS AND TICKETING DEADLINES SPECIFIC TO THE AIRLINE BOOKED FOR YOUR GROUP.

Important note: Air cancellation/change penalties are those known to be in effect at the time/date of this contract. It is understood that these policies may change and that they are not under the control of the tour operator. Should airlines change this policy, you will be given notice of such changes at least 21 days prior to final payment date.

LAND CANCELLATION:

Up to March 31, 2011: \$400 Per Group Cancellation Penalty. No Charge for replacement or name change fee.

From April 01, 2011-June 12, 2011: \$150 Per Person Land Cancellation Fee Applies. No Charge for replacement or name change fee.

From June 13-August 31, 2011: \$300 Per Person Land Cancellation Fee Applies. No Change for replacement or name change fee.

From September 01-October 30, 2011: \$450 Per Person Land Cancellation Fee Applies. \$75 per replacement or name change fee.

From October 31-February 5, 2012: \$600 Per Person Booked. \$100 per replacement or name change fee.

From February 6-March 29, 2012: \$900 Per Person Booked. \$150 per replacement or name change fee.

From March 30-May 8, 2012: 95% of land Tour Cost Per Person Cancellation Penalty. \$200 per replacement or name change fee.

From May 9, 2012-June 12, 2012: 100% of Land Tour Cost Per Person Cancellation Penalty. \$300 per replacement or name change fee.

From June 13, 2012 & onward: 100% of land Tour Cost Per Person Cancellation Penalty. No Replacement/Change Allowed.

NOTE: Replacements: You can replace a person who has to cancel with new booking for the change fee as noted. The above conditions apply to the land cost only. **AIR:** Once airfare and schedules become available, we will advise you of the airline policy for changes, cancellations and ticketing deadlines.

IMPORTANT NOTE: US Government requires that all names submitted must be as they appear on passports.

GUEST HOMES / DELUXE CASTLES / FIVE STAR PROPERTIES:

In addition to the normal land cancellation penalties outlined above - These properties will assess the following cancellation penalties: A 60% penalty up to 95 days prior to departure, a 80% penalty will apply from 95 to 65 days prior to departure and 100% penalty will apply within 65 days prior to departure. A change from one accommodation to another is considered a cancellation by the first property.



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GROUP REPORTING & PAYMENT SCHEDULE:

NOTE ON PAYMENT DEADLINES: This contract is your notification of when payments are due. It is your responsibility to ensure payments are received by Celtic Tours on or before the deadline due date.

1. Your \$400 non-refundable GROUP DEPOSIT was received on: February 17, 2011
2. FROM APRIL 01, 2011-JUNE 12, 2011: We require an additional \$150 per person due for all seats sold.
3. FROM JUNE 13-AUGUST 31, 2011: We require an additional \$150 per person due for all seats sold.
4. FROM SEPTEMBER 01-OCTOBER 30, 2011: We require an additional \$150 per person due for all seats sold.
5. FROM OCTOBER 31, 2011-FEBRUARY 05, 2012: Additional \$150 due for all seats sold. All sold seats must be advised with names.
6. FROM FEBRUARY 08-MARCH 29, 2012: Additional \$300 per person due for all seats sold. Release of 95% of unsold seats at this time.
7. FROM MARCH 30-MAY 08, 2012: Additional \$200 per person due for all seats sold. Release of 100% of unsold seats.
8. ON MAY 09 2012: Final payment due. Release of all unsold seats.

NOTE: Travel Insurance will be due at time of initial per person deposit. Those already deposited will have up until April 1, 2011 to purchase travel insurance.

AIR: Once fares and schedules become available, we will advise you of the airline policy for deposits due, changes, cancellations and ticketing deadlines.

FORMS OF PAYMENT:

1. CHECK
2. CREDIT CARDS: We accept all major credit cards. A credit card authorization form must be filled out.
3. DEBIT: New Electronic Payment option, with no fees: Should you choose this option, we require you to provide us with the name and address of your bank or credit union, your checking account number, your ABA number (which is usually the first nine digits at the bottom of your check), and your signature authorizing the debit amount.

I have read the group booking conditions herein and by signing below, signify my understanding of the terms of this contract.

4. SIGNATURE: _____ DATE: _____

Please complete, sign/date (on above line # 5) this contract and via fax to: 518-862-1820 or mail to: Celtic Tours, 1860 Western Ave., Albany, NY 12203

GROUP NAME: LaSalle Institute Notre Dame v Navy-6 Night Program

DATES: August 26-September 2, 2012

BK #67213



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PLEASE RETAIN A COPY OF COMPLETED FORM FOR YOUR/ CLIENT'S FILE
CREDIT CARD AUTHORIZATION - MASTER CARD, VISA, AMEX & DISCOVER cards are accepted.

THE FORM BELOW MUST BE COMPLETED ON ALL CREDIT CARD TRANSACTIONS.

Completed form must be received prior to documents shipping (no later than 65 days prior to departure).

I am a client of CELTIC TOURS. I hereby appoint the owner, manager, and all employees of CELTIC TOURS to be my attorneys-in-fact for the purposes of signing those documents necessary to purchase and issue airline tickets and or travel documents for this specific itinerary only:

PASSENGERS NAMES: _____ AGENCY NAME: _____

_____ AGENCY PHONE: _____

BOOKING NUMBER: _____

TODAYS DATE: _____

Payment was phoned in & this is my signature
authorization: Yes

The total amount, including taxes that I authorize to be charged to my account is: \$ _____

My credit card number is _____ Exp. Date: _____

Security Code (required): _____ *(3 digit security code located on the back of your credit card)*

I authorize any of my attorneys-in-fact to sign credit card authorizations on my behalf, and intend such signature to bind me the same as if I had personally signed, for the purchase of the aforementioned airline ticket and or travel documents. I agree that I will pay for all such purchases and will not hold CELTIC TOURS responsible for any of its actions pursuant to this power of attorney. This Limited Power of Attorney is a one time transaction and limited exclusively to the trip described above.

I have read the terms and conditions per the brochure/flyer and understand that I may incur service charges, penalties and/or cancellation fees in the event of cancellation or change in my itinerary for any reason.

Celtic Tours - Travel cancellation/interruption insurance was explained and offered to me at the time of original booking to which I:
Accepted _____ signed. Declined _____ signed.

CARDHOLDER NAME: _____ SIGNATURE: _____

BILLING ADDRESS (mandatory): _____

CITY: _____ STATE: _____ ZIP: _____

Phone contact: DAYTIME: _____ EVENING: _____

This authorization was signed in the presence of: _____

Signature: _____ Tel#: _____

Please mail or fax to: **CELTIC TOURS**, 1860 Western Ave., Albany, NY 12203 **FAX:** (518) 862-0152. Signature must be received before documents will be shipped.

Accounting use only:

This form was **revised -February 23, 2006**



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**LaSalle Institute presents ...
IRELAND Notre Dame vs Navy
August 26-September 2, 2012**

Subject to change once air is confirmed.

- Day 01
Sunday
August 26: USA-SHANNON: Depart US Gateway on your overnight flight to Ireland. Dinner followed by in-flight entertainment shortly after take-off.
- Day 02
Monday
August 27: SHANNON-KILLARNEY: Arrive Shannon Airport, where after clearing Irish customs, you'll be met by your Celtic Tours Irish driver/guide and be escorted to your awaiting motor coach. Depart Shannon, you'll travel through historic Limerick City and on to the old world village of Adare. Photo stop of this village known for its gentle ruins and thatched cottages. On then via the market towns of Newcastle West, Abbeyfeale and Castleisland to the beauty and charm of Killarney town. Check into your hotel where you are then free to rest, relax and independently explore. Dinner and overnight at your Killarney hotel.
- Day 03
Tuesday
August 28: RING OF KERRY: After a hearty Irish breakfast, we depart on one of Ireland's most popular and beautiful drives, the Ring of Kerry. Traveling from Killarney, we come to the town of Killorglin, famous for "Puck Fair" and from here, we commence the Ring tour. Our drive is along the coastline of the broad Iveragh Peninsula, through the towns of Glenveagh, Cahirciveen, Waterville and Sneem. The scenery is spectacular as wind-swept cliffs, still lakes, lost valleys and rocky mountains blend in awesome beauty. As one looks around, it is easy to agree with the old Irish saying, "even if a man has only a small bit of earth here, he has a lot of the havens". From Sneem, we continue via "Ladies View" back to Killarney for your dinner and overnight.
- Day 04
Wednesday
August 29: DUBLIN – BLARNEY – DUBLIN: Depart for Dublin, Ireland's capital city this morning, driving over the mountains of West Cork and stopping in the small village of Blarney. Here you can visit the Castle, kiss the famed Stone, said to bestow "the gift of eloquence" on all who participate in this ancient custom. Shop and explore the Woollen Mills. Continue now through Fermoy, Mitchelstown and Cahir, all busy farming towns situated in Ireland's Golden Vale, the richest farmland in the country. Approaching the town of Cashel, you will view the mighty Rock which dominates the countryside for miles. On through the county of Laois and over the plains of Kildare, arriving into Dublin in the afternoon. Check into your hotel where you are then free. On your own for dinner tonight. Overnight Dublin.
- Day 05
Thursday
August 30: DUBLIN: After breakfast, you'll enjoy a sightseeing tour of this grand city, which though modern and cosmopolitan still retains the grace and atmosphere of the eighteenth century through its Georgian squares and terraces. Our tour will include a visit to Trinity College with its library containing over one million volumes and the finest collection of manuscripts and early printed books in Ireland. The most famous and the library's greatest treasure, the Book of Kells. Continuing, we see the Bank of Ireland, formerly the Irish House of Parliament, Dublin Castle and St. Patrick's Cathedral. Next we visit historic Kilmainham Jail, followed by a visit to nearby Guinness Storehouse, where you'll learn the history of this famed brew. Enjoy a tour followed by a tasting in the "Gravity Bar", and have your cameras ready for some great panoramic views of the city. Tonight, enjoy dinner and Irish entertainment at a popular Dublin venue. Overnight at your Dublin hotel.
- Day 06
Friday
August 31: DUBLIN: After breakfast your choice, you are completely free in this Capital City to independently explore, or you may wish to explore the Boyne Valley with the group. This is an area north of Dublin. Drive is through Phoenix Park, the biggest enclosed park in Western Europe, containing the beautifully situated Dublin Zoo. On then to Trim, rich in historical associations and ancient residence of Irish High Kings. Drive on, by Navan and Slane perhaps an optional visit to the prehistoric tombs at Knowth and Newgrange. These burial mounds along the Boyne are older than Egypt's pyramids! Finish the tour of



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the Boyne Valley at Drogheda, at the mouth of the ancient river and take the coastal route back to Dublin via Balbriggan, Skerries and Rush. Dinner on your own in Dublin. Overnight at your hotel.

Day 07
Saturday
September 1: DUBLIN - LIMERICK: **GAME DAY!** After breakfast, you'll get caught up in the local electricity of the fans for this game. You'll board your coaches for your transfer to the Aviva Stadium for the game. You'll be provided a box lunch and instructed where to meet once the game is over. After the game, we will travel across the Irish Midlands to Limerick City for your final dinner and overnight.

Day 08
Sunday
September 2: LIMERICK – SHANNON AIRPORT - USA: After breakfast, you'll be transferred to Shannon Airport for your return flight home. Bid a fond farewell to your driver and this Emerald Isle. Ample time for last minute duty-free shopping. Arrive home the same day.

Your Tour Will Include:

- ◇ Six (6) Nights First Class Hotel Accommodations, rooms with private facilities
- ◇ Full breakfast daily, except day of arrival
- ◇ Three (3) Hotel dinners outside of Dublin, plus a special dinner and Irish entertainment one night in Dublin
- ◇ Visits/admissions to: Kilmainham Jail, Guinness Storehouse, Trinity College and the Book of Kells, Blarney Castle & Woollen Mills, Photo Stop at Cashel, touring of the Ring of Kerry, and panoramic tour of Dublin
- ◇ Box Lunch and Game Ticket for September 1, 2012
- ◇ Deluxe touring motor coach for transfers and sightseeing with the services of a professional driver/guide
- ◇ Porterage of one (1) suitcase per person
- ◇ Tips and taxes in Ireland. Note: Gratuity to the driver/guide is not included
- ◇ Celtic Tours flight bag and portfolio of travel documents

YOUR HOTELS/OR SIMILAR:

KILLARNEY: BW Eviston House Hotel

DUBLIN: Maldron Hotel Cardiff Lane

LIMERICK: Carlton Castletroy Hotel