



Dina David-Smith, Program Director
Rabbi Paula Jayne Winnig, Executive Director

Dear future trip participant,

Thank you for your interest in our Summer 2017 educators' trip to Poland and Israel. Visiting Auschwitz and learning about the experiences of people in Eastern Europe, from survivors and rescuers is an unforgettable journey that very few people will ever have the chance to experience.

As an educator you know that first hand experiences help you develop greater insight into the material you will be teaching. This trip will provide you with the opportunity for personal growth as well. You will have the chance to meet with other teachers from around the State of Indiana as well as educators in Poland and Israel. You will become part of a unique network of educators in Indiana.

Don't miss out on this amazing opportunity!

For many people, the first consideration is cost. We will work with you to help raise the funds to off-set the cost of the trip. Please do not let the prices you see in this document hold you back. You may think there is no way to afford it, but if you are determined, there is a way. Keep in touch with us, ask questions, stay on the info distribution list, and keep thinking of creative ways to afford the trip. We have a crowd fundraising platform to make it easier for you to help raise the funds needed. We highly encourage you to read through the options in this packet, do your own research on the sites we will visit, ask plenty of questions, and by all means join us on the trip! When you are ready to take the next step please fill out the attached forms and email them to us.

This informative and enlightening journey will be an incredible experience for you personally and for the students you will teach in the future!

Sincerely,

Rabbi Paula Jayne Winnig,
Executive Director, Bureau of Jewish Education

Dina David-Smith
Program Director,
Holocaust Education Center of Indiana

6711 Hoover Road, Door #1, Indianapolis, IN 46260
Phone: 317-255-3124, Email: Ddavid@bjeindy.org
www.bjeindy.org



Guidelines for Participation

- 1) Each participant must read, sign and return an agreement that releases The Bureau of Jewish Education/Holocaust Education Center of Indiana from liability to the person and belongings of trip participants. No participant under 18 years of age may join unless accompanied by an adult. Due to the graphic nature of some content on this excursion, caution is recommended for participation of those age 14 and under.
- 2) All participants agree to the use of their image or likeness in media and photos.
- 3) All participants understand that the Bureau of Jewish Education/Holocaust Education Center of Indiana is not a tour agency. These trips are offered as part of the BJE's Community educational programming.
- 4) All participants may be asked to undergo a limited criminal history background check from his/her state of residence or Indiana at their own expense.
- 5) Bureau of Jewish Education/Holocaust Education Center of Indiana reserves the right to refuse participation in its domestic and international excursions to anyone who might present a physical, mental, or emotional threat to other travelers.
- 6) Trip participants are not allowed to use their access to other group members as a way to sell or solicit goods, products, or services to or from other group members.
- 7) To confirm your registration and place on this incredible journey, a **nonrefundable** deposit of **\$500.00 per person is required** as soon as possible, but no later than March 1, 2017
- 8) It is the participant's responsibility to pay the trip balance in full by April 10, 2017. No exceptions.
- 9) If cancellation notice is given to Bureau of Jewish Education/Holocaust Education Center of Indiana, after May 11, 2017 no portion of your trip fees will be refunded.
- 10) There is a maximum of three (3) persons per room, if available.
- 11) Single/private room is available on a limited basis at an **additional cost of \$1120.00**.
- 12) For updates to the itinerary or requests for information, BJE staff will use the contact information you provide. Registrants agree to respond in a timely manner to emails and phone messages from BJE staff. If a trip participant does not respond in a timely fashion, BJE will not be held responsible for any variations or difficulties encountered by said participant.
- 13) A passport valid for six (6) months beyond your dates of travel is required for international travel. You must have a passport and provide BJE with a copy of that passport with your registration in order to travel with us. Passport fees are the responsibility of the participant.
- 14) Flight and hotel rewards for individuals booking a group tour are not available.
- 15) All participants will be required to participate in some pre-journey learning activities (reading, in person/online class etc.).



Please read carefully before registering for the BJE POLAND & ISRAEL Trip

Please read the following precautions and ask any questions you may have before submitting your paperwork and deposit. The BJE Staff welcomes people of all ages and abilities and we do everything within our power to accommodate our guests. However, there are limitations as to what we are able to provide and accommodate. Please feel free to contact us. We are happy to provide more detail to help you determine your ability to participate in each of the trip offerings. We do not want to discourage your participation in any way. We want you to be fully informed.

- This tour is considered an “On-the-Go” pace. There will be a lot of walking and standing and active participation each day of the trip.
- Unlike the United States, Poland & Israel do not require that their public locations be ADA compliant. There are often obstacles such as curbs, areas with restricted or no automobile access, and stairs only as access to upper floor locations and lower floor/basement bathrooms.
- Most of our tours are walking tours and participatory experiences. We will often be in locations without benches or chairs.
- There will be a fair amount of walking each day of the tour. The city walking terrain often consists of uneven cobblestones or marble surfaces that are slick when wet. The walking terrain at Auschwitz is mainly gravel or larger stone, sometimes uneven, and could be considered rough at times. When touring historical sites in both countries there might be uneven terrain and difficult pathways.
- Some of the locales we visit will have stairways without elevators.
- The bathtub/shower combination in European bathrooms is very tall, and in most cases, there are not “grab bars” for stability when entering and exiting the bathtub/shower. An extremely limited number of handicapped rooms or shower-only rooms are available but **MUST** be requested months ahead of time. Even then, they cannot be automatically guaranteed.
- While many meals are included in the cost of the trip and while all tips and admission prices will be covered in advance, you will still need money for lunches, a few dinners and incidentals. You will should plan on having at least \$350.00 for incidental expenses.
- Please contact us with any questions.



Responsibility Statement

Legal Name of

Registrant _____

Address _____

City _____ State _____ Zip _____ Country _____

Cell/Primary Number _____

Primary email address _____

Participant's Responsibility:

By acknowledging the following, you agree to timely compliance with the payment schedule as outlined in the tour conditions and guidelines set forth. You also acknowledge that if any payments are missed for any reason, you could be subject to removal from the tour and all monies forfeited. You understand that the tour pricing is based on the number of participants stated in the tour conditions, and that the prices may change up or down with decreases or increases in the number of participants. Other criteria could impact the tour cost and thus increase or decrease your cost. You agree that in the event that the proposed services cannot be provided due to cancellation or unavailability of said services, **BJE** reserves the right to make substitutions of features of equal value and similar quality, per its "Agent's Responsibility" paragraph below. You also agree that you have read and understand the physical demands and limitations of accessibility as outlined in the registration materials.

Participant agrees that in addition to using the experience of this trip in his/her teaching, s/he will also give one group lecture to a civic or religious group about the trip.

Agent's Responsibility: Bureau of Jewish Education/Holocaust Education Center of Indiana ("Agent") acts only as Agent in providing means of transportation or other services. All tickets are issued and all other services are offered or provided subject to any and all terms and conditions under which such means of transportation or other services are offered or provided. The issuance and acceptance of such services shall be deemed to be consent to the further condition that the Bureau of Jewish Education/Holocaust Education Center of Indiana shall not be or become liable or responsible in any way in connection with such means of transportation or in connection with other services, or for any loss, injury or damage to or in respect of any person or property howsoever caused or arising. Agent reserves the right to alter the itinerary. Any extra charges arising from such change must be met by the Participant. Tours and excursions included in the itinerary as part of the COMPLETE or LAND

ONLY price are "as is" and may not be substituted with other tours unless deemed necessary for the entire group by Agent.

By signing this document, Participant agrees to a background and criminal history check. Agent reserves the right to cancel the tour or to remove any Participant from the tour; its sole liability in such instance being the refund of all monies paid to it for unused services. By acceptance of tour membership, Participant agrees to the foregoing and also agrees that **Bureau of Jewish Education/Holocaust Education Center of Indiana** maintains no control over the independent suppliers that will be providing accommodations and services as a part of the travel program. Accordingly, the undersigned agrees not to hold **Bureau of Jewish Education/Holocaust Education Center of Indiana** responsible for any loss, damage, injury, or inconvenience which may be caused or contributed to by such suppliers or by any other cause, condition or event whatsoever beyond the direct control Bureau of Jewish Education/Holocaust Education Center of Indiana nor shall Agent be held liable or responsible for any such occurrence which may take place during Participant's off-itinerary activities.

The undersigned hereby releases **Bureau of Jewish Education, Inc.** and its respective officers, directors, employees and agents from any and all liability for claims resulting from any acts or omissions of the independent travel suppliers providing accommodations and services in connection with the travel program, or from any other cause, condition or event beyond the direct control of BJE.

Publicity Release: During the trip, Participant(s) may be photographed or videotaped for promotional, public relations, archival, or advertising use. Accordingly, the undersigned hereby authorizes representatives of **Bureau of Jewish Education/Holocaust Education Center of Indiana** and/or other travel program suppliers to photograph, film or otherwise record the activities of the undersigned during the travel program, and authorizes and consents to the use of any such photographs, films or recordings for any and all purposes, included but not limited to use in publications or presentations during or following the conclusion of the travel program. The undersigned hereby waives and releases any claims for compensation or liability that the undersigned might otherwise have arising out of or related to such.

I have read and I agree to the above Responsibility Statement and Guidelines for Participation.

Printed Name and Signature of Registrant's Name

Date

Signature of Registrant's Legal Parent/Guardian

Date



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**TRAVEL REGISTRATION FORM
PLEASE TYPE OR PRINT WITH BLACK INK**

RETURN PAGES 4 THROUGH 9 **AND** A COPY OF YOUR PASSPORT and Drivers' License TO
The Bureau of Jewish Education
6711 Hoover Road
Indianapolis, IN 46260

**WITH YOUR \$500 non-refundable DEPOSIT Due within 30 Days
or by March 1, 2017 whichever is earliest. Full payment due April 10.**

Mr. Mrs. Ms. Dr. Other _____ M/F/Other _____ DOB _____
mm/dd/year format

Preferred First Name on Name Badge _____

REGISTRANT'S ADDRESS AND OTHER CONTACT INFORMATION:

Name as it appears on your passport

Passport Number: _____

Address _____

City _____ State _____ Zip _____ Country _____

Cell/Preferred Phone (____) _____ Alt. (____) _____

E-Mail Address _____

*(The email address and phone number **MUST** be ones that you actively communicate on. Timely answers are important to efficient and organized planning by BJE staff and volunteers.)*

EMERGENCY CONTACT:

In case of emergency, please contact *(not a guest on the trip)* _____

Relationship _____

Daytime (____) _____ Evening (____) _____

Grade/Subject Participant Teaches: _____

School District and School of Teacher: _____



ument explaining your reasons for coming on this trip.

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MEAL PREFERENCE:

PERSONAL CONSIDERATIONS:

Food Allergies: _____

Current Medications: _____

*We make every effort to accommodate our guests, but there is no guarantee **aside from vegetarian or meat options** and actual allergies. We cannot make special accommodations based upon an individual preference for meal types or foods you try to avoid or just don't like. You will be provided with menus for limited choices if the meal is not buffet.*

Overall preference in restaurants or hotel: (CHOOSE ONE) Meat or Vegetarian

FACEBOOK USER: _____ Yes _____ No

HOTEL ACCOMMODATIONS:

We make every effort to accommodate our guests, but there is no guarantee. All hotel accommodations are based on availability.

Requested Roommate (optional): _____

Preference (Circle One): Non-Smoking / Smoking

Type of Accommodation (Check one):

Private Single (*Extra fee of \$1120.00*) _____ Twin Beds (*Requires Roommate*) _____
(*we will assign roommates to twin rooms if you do not state a roommate*)

Queen Bed (*Couples Room-Requires double occupancy-please state name of person with whom you are sharing couples' room.*) _____



CREDIT CARD INFORMATION
For trip Deposit & Payments

Credit Card # (MasterCard or Visa ONLY) _____

Expiration Date _____ CVV # _____ (3- or 4-digit security code)

Name as it appears on card _____

Street Address of Card Holder _____

City _____ State _____ Zip _____

Use CC for trip deposit? ____ Yes ____ No

Use CC for final payment? (Charged April 11, 2017) ____ Yes ____ No

Signature Authorizing Charges: _____

Please note: A 3% fee will be added to all fees paid using a credit or debit card. This includes but is not limited to services such as PayPal, or telephone charges.

OTHER PAYMENT METHODS ACCEPTED:

In addition to credit card, you may also pay your trip fees via personal check, cashier's check, money order, money transfer (please call for relevant information), or cash. Payment must be received in our office before April 10, 2017.

Trip Insurance: We do not provide trip insurance for this trip nor do we endorse any supplier of trip insurance. However, we strongly recommend you purchase trip insurance for yourself. Here are some numbers to help you pick the best insurance for yourself.

Travelers: 1-800-228-9792, Allianz: 1-866-884-3556, HTH-Travel Insurance: 1 888-243-2358,
Travel Guard: 1-800-826-4919



your drivers' license must accompany this form.

Fees & Service for BJE/HECI Trip to Poland & Israel

June 11-27, 2017

Full Package Price Includes:

- Flights from O'Hare to Krakow, Warsaw to Tel Aviv, Tel Aviv to O'Hare
- 15 Nights in 4 star Hotels (or better)
- Ground transportation for all tour programs
- Breakfast and included dinners (lunch will largely be on own) See itinerary
- Train ticket from Krakow to Warsaw including luggage transfer
- All entrance fees

Please note: Fees are subject to some change based on airline fees

A fee of 3% will be added to all credit and debit card transactions.

Description of Service	Unit Cost	Your Cost	Paying Now
Complete Trip Package Air & Land	\$5690		
Land Only (includes flight from Warsaw to Tel Aviv)	\$4230		
Single Supplement (if available)	\$1120		
Transportation to/from Chicago O'Hare Airport to Indianapolis	\$80.00		
Tips to Guides/Drivers (collected in advance)	\$256	\$256	
Total Due			

A non-refundable Deposit of \$500 must be paid within 30 days of receipt of application or by March 1, 2017 whichever is first.

Payment in Full due by April 10, 2017.

When your application is accepted you will be given the information to utilize our fundraising platform.



Fundraising Assistance

As an accepted applicant to the BJE/HECI trip to Poland and Israel you will be given access to MobileCause to raise funds for your trip. 90% of the money you raise will be directed to cover your fees for the trip, 10% will be used for the costs of administration of the trip and the costs of fundraising. We ask that you only use the MobileCause fundraising site as we have made special arrangements with them to keep the administrative costs as low as possible so that the most money raised is available to you.

Unfortunately, at this time, we do not have scholarship monies available to fund any teachers.