



**Bob Rogers Travel**  
Making Moments That Matter

## INDIVIDUAL PAYMENT SYSTEM

Your group leader has elected to utilize Bob Rogers Travel's online Individual Payment System (IPS) to collect trip payments. Please read the following information to assist you in registering for this trip.

<b>Trip ID:</b>	UT000100024
<b>Group Name:</b>	Westlake High School "Marching Thunder" Band
<b>Group Leader:</b>	Brek Mangelson, Jeremy Megginson & Mark Hartmann
<b>Destination:</b>	Tournament of Roses Parade / Los Angeles, CA
<b>Trip Dates:</b>	December 27, 2017 – January 3, 2018

All package costs are based on projected participation and occupancy, and are subject to change.

Participant Type	Occupancy					
<b>Student</b>	\$1,359.00 (Based on Six Students Per Suite)					
<b>Tickets Only</b>	\$265.00 - (Best available grandstand seats for Rose Parade, Bandfest, & Disneyland (1 Day/1Park))					
	<b>6 People</b>	<b>5 People</b>	<b>Quad</b>	<b>Triple</b>	<b>Double</b>	<b>Single</b>
<b>Chaperone</b>	\$1,359.00	\$1,389.00	\$1,419.00	\$1,589.00	\$1,759.00	\$2,419.00

### PAYMENT SCHEDULE

Payment Details	Due Date	Amount Due
<b>Registration Deadline</b>	February 15, 2017	---
<b>Deposit</b>	February 20, 2017	\$100.00 per traveler
<b>2<sup>nd</sup> Payment</b>	March 15, 2017	\$150.00 per traveler
<b>3<sup>rd</sup> Payment</b>	April 14, 2017	\$150.00 per traveler
<b>4<sup>th</sup> Payment</b>	May 15, 2017	\$150.00 per traveler
<b>5<sup>th</sup> Payment</b>	September 15, 2017	\$150.00 per traveler
<b>6<sup>th</sup> Payment</b>	October 16, 2017	\$150.00 per traveler
<b>Final Payment</b>	November 15, 2017	Remaining Balance *Last Payment will include booster payment

Payments must be made through the IPS system via **VISA, MasterCard, DISCOVER Credit/Debit Card** or **VISA/Mastercard Reloadable Prepaid Card** (available at your local financial institution) and will be automatically deducted from your selected card on the payment due dates.

**All Gift Cards are not accepted.**



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## CANCELLATION POLICY

All cancellations must be in writing to Bob Rogers Travel. All money and fees paid prior to the individual cancellation (determined by the postmark or email date) are nonrefundable and nontransferable. No refunds or credits will be issued for a cancelled participant.

*For additional assistance, please contact your travel consultant during regular business hours.*

## INSTRUCTIONS FOR CREATING YOUR IPS ACCOUNT

You will need the following items to be able to create your IPS Account.

- An active Credit /Debit/Reloadable Prepaid Card endorsed by Visa, MasterCard or Discover.
- An active email account.
- Your Trip ID.
- Internet access.

### STEP 1:

- Go to [ips.bobrogerstravel.com](http://ips.bobrogerstravel.com) to begin the registration process.
- If you are a new user to the IPS system, please enter in Trip ID #: UT000100024 to register.
- If you are a returning user, please enter in your E-mail and password to register.

<h3>Returning Users</h3>	<h3>New Users</h3>
<b>E-Mail Address</b> <input type="text"/>	<small>Enter the trip ID provided by your organizer and click Register.</small>
<b>Password</b> <input type="password"/>	<b>Trip ID</b> <input type="text"/>
<input type="button" value="Login"/> <input <="" input="" type="button" value="Forgot Password?"/>	<input type="button" value="Register"/>

### STEP 2:

- Complete all appropriate fields.
  - Password must be alpha & numeric with a minimum of eight characters and one upper case character.

### STEP 3:

- Read and accept the following Travel Insurance Acknowledgement and Travel Agreement.

### STEP 4:

- After all appropriate information has been supplied, an enrollment email will be sent to the provided address. All future notifications will come via email. *(Check junk/spam folder if emails not received.)*
  - If you need to **register additional travelers**, please login using your email and password, then click on the trip ID and select “Add a Traveler”.
  - Return to [ips.bobrogerstravel.com](http://ips.bobrogerstravel.com) to review your account and update your payment information.