



Graduates

"The Leader in Student Group Cruises"

*at
Sea*

BUS DRIVER ACCOMMODATION FORM & INFORMATION

If YOU are providing your OWN transportation:

Return this form no later than 90 days prior to your departure:

GROUP NAME: _____ DIRECTOR: _____

DESTINATION: _____

ARRIVAL DATE/TIME: _____ DEPARTURE DATE/TIME: _____

Bus Company Name: _____

GENERAL INFORMATION:

1. Provide a DETAILED itinerary to your bus company 2 weeks prior to your departure.
2. Establish a personal contact with the bus company's dispatcher.
3. Ask your bus company for a 24-hour emergency phone number.
4. Ask about "on duty" and "off duty" rules of the company.

It is customary for bus companies to provide lodging and meals for their driver(s) during overnight trips. Pending space availability at the hotel, accommodations can be made for your drivers. These arrangements require separate billing and must be made in advance. Driver's meals and lodging will not be included with your group unless arrangements have been made in advance.

In the event that your drivers are not staying at the hotel, be sure that you have their address and telephone number in the event of an emergency. We suggest that you take the time to review your itinerary with your driver(s) to agree on all departure and arrival times.

Please complete this form and return it to our office. Thank you for your cooperation.