



## VIENNA TOUR 2015

### FREQUENTLY ASKED QUESTIONS

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#### **NEW INFORMATION AS OF 05/24/15**

Students **MUST** wear their Vienna Tour t-shirt on both flights (outbound & inbound).

Land Only students **MUST** wear their t-shirt on Wednesday, June 24<sup>th</sup> when joining the group in Vienna. T-shirt will be passed out as soon as we receive them.

Chaperones will pass out luggage tags at the airport for those traveling with the group. Land Only students will be given their tags during rehearsals. Tags **MUST** be placed on your luggage.

One piece of checked baggage is permitted and 2 small carry-ons. See #9 below.

Please make sure to check out these websites if your child needs medication while abroad.  
<http://travel.state.gov/content/passports/english/country/austria.html>

<http://travel.state.gov/content/passports/english/country/czech-republic.html>

#### **POLICY:**

Chaperones will hold medications and administer them to the students.

Parents traveling to VIENNA/PRAGUE:

You **MAY NOT** take your child at any point during the tour. Students **MUST** stay with their chaperoned group. You **MAY** coordinate with the chaperone to join them for lunch or other activities.

All 3 concerts in Vienna and Prague are **FREE**. Seats will be reserved for the LAYO.

**Dress code:** Shoulders covered. Knee length dress/pants to be safe. No jeans.

Currency in Vienna: Euro

Currency in Prague: Czech Crown (czk)

Some restaurants, hotels and shops take Euros as well, but most accept only Czech Crowns.

1. **What are the dates of the tour?** June 23, 2015 - July 1, 2015
2. **What is the total cost of the tour and what is included in this cost?** \$4,925

The following costs are covered in this fee:

- A. Accommodations – Double Occupancy
- B. Performance Venue Costs
- C. Concert Management
  1. participating ensemble selection by recommendation or recorded audition
  2. rehearsal schedule and spaces
  3. preparation monitoring
  4. stage crew
  5. house management and ushers
  6. box office ticket service
  7. publicity
  8. audience development
  9. concert programs
- D. Rehearsal and concert-related bus transportation during the residency
- E. Airfare
- H. TBD Cultural Event
- I. All Food/Beverage
- J. Baggage Fees
- K. Orchestra Instrument Rentals

3. **If we are booking our child's airfare separately, how much should we deduct from our final payment?** Approximately \$1,689.

4. **When is my deposit due?** There is a \$200 deposit due on September 15, 2014. Payments may be made via the following mechanisms:

PayPal – visit [www.losangelesyouthorchestra.org](http://www.losangelesyouthorchestra.org) to make a credit card payment through PayPal

Checks - Please send to:

LAYO  
4570 Van Nuys Blvd., #274  
Sherman Oaks, CA 91403

PLEASE ENSURE THAT YOU MAKE NOTE THAT THE PAYMENT IS FOR THE VIENNA TOUR.

5. **Is the cost of the trip tax deductible?** No. The student will be receiving goods/services totaling \$4,925, therefore there is no tax deduction allowed.

6. **What is the payment schedule?** –

September 15, 2014	\$200 Per Person
October 15, 2014	\$1000 Per Person
December 1, 2014	\$500 Per Person
January 15, 2015	\$500 Per Person
February 15, 2015	\$750 Per Person
March 15, 2015	\$750 Per Person
April 15, 2015	\$750 Per Person
May 15, 2015	\$475 Per Person Final Payment *

7. **Can I take out trip insurance?** Yes. You can take out trip insurance that will refund a portion of the money paid to the tour company in the event that your child is unable to go. The deadline for purchasing this insurance is October 1, 2015. Details are available via an insurance brochure that can be found by visiting:

<http://losangelesyouthorchestra.org/layo?page=vienna>

You may also want to check with AAA, as they provide trip insurance as well – [www.aaa.com](http://www.aaa.com)

8. **What if I want to arrive earlier or leave later than the group?** If you will be arriving earlier than the group or leaving later, you will need to book your child’s entire roundtrip airfare.

If you will be booking your child’s flight, please inform us ASAP by email at: [LAYOViennaTour@gmail.com](mailto:LAYOViennaTour@gmail.com)

If you are booking your child’s entire flight but intend for them to fly one of the legs of the trip with the rest of the group, it is extremely important that you let us know so that we can ensure that they will be included in a chaperone group at the airport.

9. **The flight itinerary is as follows:**

**Depart**  
**June 23, 2015**  
*British Airways flight #0282*  
Depart: Los Angeles (LAX).....

**Return**  
**July 1, 2015**  
*British Airways flight #0863*  
Depart: Prague (PRG).....

3:45pm  
**June 24, 2015**  
 Arrive: London (LHR).....  
 10:00am  
  
*British Airways flight #0702*  
 Depart: London (LHR) .....  
 11:35am  
 Arrive: Vienna (VIE).....  
 2:45pm

1:35pm  
 Arrive: London (LHR).....  
 2:40pm  
  
*British Airways flight #0269*  
 Depart: London (LHR).....  
 4:15pm  
 Arrive: Los Angeles (LAX).....  
 7:15pm

British Airways carry-on policy is as follows:

1 x cabin bag (this would be carry-on luggage/instrument)	1 x personal bag
<p>56cm x 45cm x 25cm (22in x 18in x 10in) including handles, pockets and wheels. -You must be able to fit your bags into the baggage gauge at check in.</p>	<p>45cm x 36cm x 20cm (18in x 14in x 8in)</p>
<p><b>You are allowed 1 checked bag</b>          -Maximum weight per bag is up to 23kg (51lbs).</p> <p><b>You are allowed 2 small carry-on's</b>          -Any items you purchase at the airport, including duty free, form part of your hand baggage allowance. If you go over your allowance of 2 bags, you may have to check in one of your extra bags, for which there may be a charge.</p> <p>-Occasionally we may not have space to stow all hand baggage safely on board and you may be asked to check in some or all of your hand baggage at the boarding gate. Please make sure your hand baggage is within the size and weight limits shown, otherwise you will be charged for extra baggage.</p>	

<http://www.britishairways.com/en-gb/information/baggage-essentials/hand-baggage-allowances>

Please be aware the British Airways is *very* particular about carry-on and personal items. A violin or viola is considered a carry-on so those travelers will only be allotted to have a small backpack (Jansport brand or similar) or purse. If any of the ladies have a backpack and purse (or if the boys have a messenger bag) the

purse/messenger bag must be able to fit inside the backpack...

A checked bag can be up to 90cm x 75cm x 43cm (35.5in x 29.5in x 16in) – including any bits that stick out, like the handle, pockets and wheels. If you happen to have any items over these dimensions please let me know. As a heads up an oversize/overweight fee may apply. If you plan on bringing cellos or basses please let me know, we need to alert British Airways.

<http://www.britishairways.com/en-gb/information/baggage-essentials/checked-baggage-allowances>

10. **Can my child stay with friends/family to help with the cost of the trip?** No. All students will need to stay together in the same hotel. In order to participate in the tour, all students/chaperones must stay in the assigned hotels.
11. **What is the rooming plan for the students?** Two students will be placed in each room. Rooming assignments have been created and forwarded to the tour company at this time.
12. **What forms will I need to fill out?** You will need to fill out, sign and return four forms for this tour. Please visit: <http://losangelesyouthorchestra.org/layo?page=vienna> to access all forms. Once the forms are filled out, please scan and send to [layoviennatour@gmail.com](mailto:layoviennatour@gmail.com)
13. **Will my child's phone work internationally and is my current plan structured to cover international calls/texts/data?** You will need to contact your cell phone carrier to ask these questions. Please note that not all phones work internationally and there is a substantial increase in charges associated with calls/texts/data.

Please plan accordingly with your child. Chaperones will not be responsible for monitoring your child's cell phone usage and LAYO will not be responsible for any charges incurred on this tour. Chaperones will also not be responsible for any lost or stolen cell phones or any other personal items. We strongly suggest having your child leave his/her cell phone behind and packing a camera for photos.

14. **The hotels where the students/chaperones will be staying in are:**

Vienna....June 24-28, 2015  
Hotel Bosei  
Gutheil Schoder Gasse 7b  
1100 Vienna  
Phone: +43 1 661 06

<http://www.austria-trend.at/Hotel-Bosei/en>

Prague....June28-July1, 2015  
Hotel NH Prague  
Mozartova 261/1  
15000 Prague 5  
Phone: +420 257 153 111

<http://www.nh-hotels.com>

You may also want to check the following sites for great deals on hotels in Vienna and Prague:

[www.Hotwire.com](http://www.Hotwire.com)

[www.airbnb.com](http://www.airbnb.com)

15. **May parents chaperone the trip?** Absolutely! We are happy to say that we have 9 wonderful chaperones who will be accompanying the students on the trip. Chaperones will begin contacting parents/students beginning in March.
16. **Can I as a parent stay at the same hotel and fly on the same plane as my child?** The answer is yes, based on availability. It will be up to you to book your flight and hotel accordingly if you are not chaperoning.
17. **What is the itinerary?** We will have a more detailed itinerary as we get closer to the performance date. Please reference the itinerary posted at: <http://losangelesyouthorchestra.org/layo?page=vienna>
18. **How will the instruments be transported?** We will not be transporting the larger instruments. The tour company will be renting the larger instruments for us such as cellos, bass, bassoon, tubas, obos and percussion. The following instruments will be carried on: Violins, Violas, French Horn (only if this disassembles to meet size requirements), clarinets, flutes, trumpets.

**VERY IMPORTANT:** If your instrument contains ANY ivory, or if your bow contains pernambuco, you will risk your instrument being confiscated through customs! We suggest opting to be included in the instrument rental package. If you will need to be included in the instrument rental package, you MUST inform us at [layoviennatour@gmail.com](mailto:layoviennatour@gmail.com)

If you have ivory or pernambuco and still wish to take your instrument, you MUST follow the process below:

You will need to get an instrument passport for the instrument. This involves an appraisal and a fee to the government. .... Which is quite a bit of trouble since not everything is in place with the government yet. Please visit this site for additional information: <http://www.fws.gov/international/permits/by-activity/musical-instruments.html>

An alternative method that is much easier – and wise for anyone who is concerned about taking their instrument out of the country - is to fill out the following customs form - [http://forms.cbp.gov/pdf/CBP\\_Form\\_4457.pdf](http://forms.cbp.gov/pdf/CBP_Form_4457.pdf) and then go to their nearest port of entry (so any airport, etc. that handles international flights) and have the official certify the instrument. It is recommended calling in advance to see if they have any special procedures.

19. **How will the musical program be designed?** – Russell Steinberg will develop a special program to align with the students who commit to the Vienna Tour. This final program will be announced in the Spring.
20. **Will my child need a passport for this tour?** YES! This can be a time consuming process so please plan to secure your child's passport by December 31, 2014! Please visit the following site for information and forms:

[http://www.uspassportnow.com/?gclid=CjkKEQjwhoGcBRDlu9S3mo7-udIBEiQASEw7QnHNzFzXWHvat\\_rUDS4IpAKLTGqvqPXYtJmAO1Lp2K3w\\_wcB](http://www.uspassportnow.com/?gclid=CjkKEQjwhoGcBRDlu9S3mo7-udIBEiQASEw7QnHNzFzXWHvat_rUDS4IpAKLTGqvqPXYtJmAO1Lp2K3w_wcB)

**If your child has a passport that will expire within 6 months of travel, you will need to apply for a new passport! Again, this process takes time so please begin the process ASAP!**

21. **Will my child need a VISA if they have a foreign passport?** Perhaps! Please check the following site ASAP to review all requirements! If your child will need a Visa, please begin the application process immediately.

<http://www.austria.org/visa-or-residence>

<http://www.pragueexperience.com/information/visas-passports.asp>

[http://www.mzv.cz/washington/en/consular\\_information/short\\_term\\_schengen\\_visa.html](http://www.mzv.cz/washington/en/consular_information/short_term_schengen_visa.html)

Once received, please send a copy to [layoviennatour@gmail.com](mailto:layoviennatour@gmail.com)

22. **Will LAYO be providing funding assistance for the tour?** The Vienna Tour Committee, comprised of volunteer orchestra parents, are currently forming a fundraising committee that will work to create funding to help supplement those families who may need financial assistance with this tour. It will be a requirement of any family requesting support to serve on this committee in some capacity. This committee will be providing fundraising tools/ideas that will assist in each family's efforts to raise funds for this trip. This will include creating musical salons; creating personal fundraising pages that can be emailed to friends/family/colleagues; direct letter campaign mailings that can be sent out; opportunity drawings that allow each family to sell tickets to help reach their goal; and ongoing communications sent to families with new suggestions for raising funds. The goal of this committee is that no child is left out due to budgetary concerns. **However, LAYO does not have an assistance fund for this trip as money currently being raised by LAYO helps to sustain the fall and spring sessions for the Orchestras.**
23. **What if my child has a medical condition or special dietary needs?** The chaperone assigned to your child will have detailed information, provided by you, and will take care of your child accordingly.

### **Travelling with medication**

In case you intend to carry with you any medicaments/medication (narcotic or psychotropic substance) while travelling to the **Czech Republic** you should:

- 1) Carry quantities of such substances for personal use only, adequate quantity according to the length of your stay
- 2) Obtain a letter or copy of your prescription(s) from your doctor stating that you need the medication for your personal use

In case you are asked at any border crossing point whether you have anything to declare, you should declare it and present the letter/prescription(s) from your doctor to avoid any misunderstanding.

<http://travel.state.gov/content/passports/english/country/czech-republic.html>

24. **Are parents responsible for getting their student to the gate at the airport?** Parents are responsible for getting their child to ticketing at the designated airline counter 2 1/2 hours prior to departure. It is extremely important that your child be on time since we will need to process check-in as a group. Once you have arrived at the ticket counter, a chaperone will take over responsibility of your child at that time.

If you are taking an earlier flight out of Los Angeles, please arrange for another student's parents or friend to accompany your child to the gate.

Upon returning, you will be responsible for meeting your child in the baggage claim area. A chaperone will stay with your child at the airport until you pick them up. Again, please be on time as a courtesy to your child's chaperone.

25. **Can I purchase tickets to the performances?** Yes. Ticket information will be available as we get closer to the performance dates.
26. **Where should I direct any questions that I may have?** Please direct all questions concerning the Vienna Tour to:

[LAYOViennaTour@gmail.com](mailto:LAYOViennaTour@gmail.com)

**This FAQ document will be updated on a regular basis as new information is acquired.**