

U P P E R I O W A U N I V E R S I T Y

# Art & Architecture Study Tour of

# ITALY



**May 12 – 22, 2019**

Directed by Laura Gleissner,  
Assistant Professor of Art





**May 2019**

**Sunday, May 12**  
**Departure from**  
**Cedar Rapids**

The day of departure has arrived! We'll meet at the airport in Cedar Rapids to check in for our flights to Italy. (D-in flight)

**Directed by**

**Laura Gleissner**

Assistant Professor of Art

**Questions: [educationabroad@uiu.edu](mailto:educationabroad@uiu.edu)**

Fill out and return the Registration Form to Prof. Laura Gleissner

**Monday, May 13**  
**Rome**

*Buongiorno*, and welcome to Italy! We'll touch down in Rome and make our own way to Hotel Gioberti, where we'll check in for a two-night stay and drop off our luggage. We'll then see the *Ecstasy of St. Theresa* at Santa Maria della Vittoria, as well as the Pantheon. (B-in flight)

**Tuesday, May 14**  
**Rome**

After a good night's sleep and breakfast, we're ready to do some exploring. We'll start the day by visiting the Coliseum (Colosseum). This amphitheater was inaugurated in 72 A.D. and given the name Colosseo, in reference to the colossal statue of Nero that once stood nearby. We'll then visit the Roman Forum, located in a valley between Palatine Hill and Capitoline Hill. It was originally a marsh, but the Romans drained the area and turned it into a center of political and social activity. The Forum was the marketplace of Rome

as well as the business district and civic center, and it was expanded to include temples, a senate house, and law courts. The rest of the afternoon will be free to explore Piazza Navona and the Spanish Steps. (B)

**Wednesday, May 15**  
**Rome > Vatican**  
**City > Rome >**  
**Florence**

We'll check out of the hotel and store our luggage while we visit Vatican City, the small but powerful independent state ruled by the Pope. Here we'll visit the Vatican Museums, filled with treasures that are almost incomprehensible. The highlight of our visit will be the Sistine Chapel, whose splendid—and splendidly restored—vault was painted by Michelangelo and illustrates Creation, the Flood, and the Last Judgment. After time for lunch in the museum's cafeteria, we'll explore St. Peter's Basilica and St. Peter's Square, including a climb to the top of the cupola of St. Peter's





Basilica if time allows. We'll then return to the hotel to pick up our luggage and transfer independently to the train station, where we'll board the train to Florence. Upon arrival in Florence, we'll make our own way to Hotel Eden to check in for a four-night stay. We will have the Firenzecard+ for our time in Florence, the city's comprehensive museum pass that provides access to both permanent collections and temporary exhibits, as well as access to public transportation. (B)

### Thursday, May 16 Florence

Our discovery of Florence begins with a visit to the Galleria dell'Accademia, where Michelangelo's famous *David* is housed. Then we'll continue to the Cathedral of Maria del Fiore (Duomo), including a trip up many flights of stairs to the top of the dome, as well as the Baptistery. Afterward, we'll walk to the Piazza della Signoria to see the replica of *David* and many other magnificent statues located in this city square. (B)

### Friday, May 17 Florence

This morning we'll visit the Uffizi Gallery, one of the finest art museums in the world that traces the evolution of Italian art through the Renaissance. It was built from 1560-1580 and used to display the Medici family art treasures, creating what is now the oldest gallery in the world. In the late afternoon, an excursion to a Tuscan farmhouse awaits us, where an Italian chef will show us how to make delicious wood-fired pizza and homemade gelato! (B, D)

### Saturday, May 18 Florence

The Pitti Palace and the Boboli Gardens await us today. This palace was built to the plans of Brunelleschi for the Pitti family in 1458 and bought by the Medici family in 1549, at which time terraced gardens were added behind the palace. The gardens contain a collection of sculptures in ancient and Renaissance style, and we'll enjoy a wonderful view of Florence and the surrounding countryside. (B)



### Sunday, May 19 Florence > Venice

This morning we'll make our way to the train station in Florence and board the direct train to Venice, which takes about two hours. This remarkable city is built on 117 islands, laced with 150 canals, and connected by 400 bridges. Upon arrival in Venice, we'll make our way to Hotel Abbazia to check in for a two-night stay and drop off our luggage. Then we'll proceed to St. Mark's Square, where we'll visit the Basilica San Marco including the Tesoro and Pala d'Oro, climb the bell tower, and view the Doge's Palace from the exterior. (B)

- ① *Ecstasy of St. Teresa*, Rome  
courtesy Livioandronico2013
- ② Pantheon, Rome
- ③ Uffizi Gallery, Florence
- ④ *The Birth of Venus*, Uffizi  
Gallery, Florence
- ⑤ Piazza Navona, Rome
- ⑥ Doumo, Florence
- Cover: Venice



**Monday, May 20**  
**Venice**

We'll have the entire day free to explore Venice. (B)

**Tuesday, May 21**  
**Venice**

Today we'll have tickets to visit the exhibits of the La Biennale di Venezia, the international art exhibition that was first organized in 1895 and quickly became one of the world's most important art exhibitions. It is known for new trends in art as well as for presenting works and artists from every period with a new perspective. (B)

**Wednesday, May 22**  
**Return to Cedar Rapids**

After breakfast, we'll transfer to Venice's Marco Polo Airport to check in for our flights back to Cedar Rapids. (B, L-in flight)

- ① Basilica of San Marco, Venice
- ② Doge's Palace, Venice
- ③ *Support* by Lorenzo Quinn, Venice Biennale 2017



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**General Data Protection Policy.** We collect personal data, including, but not limited to legal name, gender, date of birth, passport information, dietary needs, and mobility concerns for the purpose of making travel arrangements on your behalf. We share this information with suppliers as it relates to the operation of your trip/tour. By signing the registration form/agreeing to the terms in TRIP, you agree to sharing your personal data for the purpose of making travel agreements on your behalf.

The cost of your tour includes:

**Air transportation** from Cedar Rapids to Rome and from Venice back to Cedar Rapids with any regularly scheduled air carrier, based on a nonrefundable/nonchangeable fare, which requires a minimum of 10 passengers traveling round trip together. The identity of the carrier, which may include the carrier's code-share partner, will be assigned and disclosed in your final documents. Tickets are issued 45 days prior to departure. All current airlines taxes, security fees and fuel surcharges are included. Note that these items cannot be guaranteed until tickets are issued.

**Secure flight information.** The requirement to collect date of birth, gender, and full name are federally mandated by the Transportation Security Administration's (TSA) Secure Flight Program. While disclosure of this information is voluntary, if it is not provided, participants may be denied boarding. TSA's privacy policy, as well as additional details, can be found at [tsa.gov](http://tsa.gov) using the keywords Secure Flight. Witte takes all reasonable steps to safeguard the privacy of all information collected from its clients.

**Frequent flyer points** are not guaranteed in connection with group airfares. Some airlines may limit group airfare credits to 25% to 50% of the frequent flyer points that apply to individuals while others do not offer any credits for group airfares.

**Hazardous Materials.** Federal law forbids the carriage of hazardous materials aboard aircraft in your luggage or on your person. A violation can result in five years' imprisonment and penalties of \$250,000 or more (49 U.S.C. 5124). Hazardous materials include explosives, compressed gases, flammable liquids and solids, oxidizers, poisons, corrosives and radioactive materials. For more information, examples and special exceptions, visit: <http://www.tsa.gov/traveler-information/prohibited-items>.

**Land transportation.** Train tickets in 2nd class from Rome to Florence and from Florence to Venice, Firenze Card Plus that includes public transportation in Florence, and water taxi pass in Venice, as well as transportation from the Venice hotel to the airport.

**Accommodations** in superior tourist-class to moderate first-class hotels based on two persons sharing a room in Rome and Venice, and on four persons sharing a room in Florence, with private facilities. Adult directors and chaperons will be accommodated in twin-bedded rooms. **The supplement for single accommodations is \$520. The supplement for twin rooms at all hotels is \$120 per person.** If you register alone but want a roommate, we will do our best to assign one. If a single room must be assigned to any member of the group for any reason, even if it is at the last minute or while on tour, we will need to charge the single supplement. Changes in rooming arrangements requested by the participant 45 or fewer days prior to departure may result in additional charges.

**Meals.** Breakfast daily and one dinner as indicated in the itinerary. Dinners do not include beverages.

**Sightseeing.** An allowance for sightseeing admission fees as noted in the itinerary.

**Tippping and taxes** for all included services.

**The tour cost does not include** passports, airline luggage fees if charged, public transportation in Rome, tour personnel, portage of luggage, optional travel protection plan including luggage and trip cancellation coverage, optional excursions, independent meals, and any other items not mentioned as included.

**Insecticide Disclosure.** Some countries require that aircraft be treated with insecticides prior to flight or while occupied. For a list of the countries with insecticide requirements, go to <http://airconsumer.dot.gov/spray.htm>.

**Optional travel protection.** Witte recommends that you purchase a travel protection plan. For your convenience, Witte offers a travel protection plan designed by Travelnex Insurance Services. This travel protection can be purchased at any time prior to making the final payment for your tour. **If plan is purchased within 15 days of initial trip deposit, pre-existing medical conditions are waived when full trip cost is insured and traveler is medically able to travel at the time of plan purchase.** The plan cost for the travel protection plan that applies to your tour will be noted in your brochure and on the registration form. It may be necessary to increase the trip cost insured on the travel protection plan if you purchase additional services and/or upgrade any arrangements. This could increase the plan cost of the travel protection plan. The plan cost for this travel protection plan is non-refundable after a 15-day review period.

<b>Schedule of Coverages</b>	<b>Maximum Coverage Amount</b> (up to the limits shown below)
Trip Cancellation . . . . .	100% of Insured Trip Cost
Trip Interruption . . . . .	150% of Insured Trip Cost
Trip Delay . . . . .	\$750 (\$150/day)
Missed Cruise Connection . . . . .	\$750
Baggage & Personal Effects . . . . .	\$2,000
Baggage Delay . . . . .	\$250
Equipment Delay . . . . .	\$200
Emergency Medical & Dental Expense . . . . .	\$50,000(\$500 dental sublimit)
Emergency Evacuation and Repatriation . . . . .	\$250,000
24 Hour Accidental Death & Dismemberment . . . . .	\$25,000
Travel Assistance & Concierge Services* . . . . .	Included

\*Travel Assistance & Concierge Services are provided by the designated provider listed in the Policy. Maximum trip length allowed is 90 days. Coverage and rates may vary by state. Rates are subject to change. The product descriptions provided here are only brief summaries and may be changed without notice. The full coverage terms and details, including limitations and exclusions, are contained

in the insurance policy. Prior to purchasing, you may view/download the Policy based on your state of residence at: <http://policy.travelexinsurance.com/335S-1217>. Travel Insurance is underwritten by, Berkshire Hathaway Specialty Insurance Company (formerly known as Stonewall Insurance Company), 1314 Douglas Street, Suite 1400, Omaha, NE 68102. DP1

The purchase of this product is not required in order to purchase any other travel product or service. Your travel retailer might not be licensed to sell travel insurance and will only be able to provide general information about the product. An unlicensed travel retailer may not answer questions about the terms and conditions of the insurance offered and may not evaluate the adequacy of your existing insurance coverage. The products being offered provide insurance coverage that only applies during your covered trip. You may have insurance coverage from other sources that provide similar benefits but may be subject to different restrictions depending upon the coverage. You may wish to compare the terms of the travel policy offered through Travelnex with any existing life, health, home and automobile insurance policies you may have. If you have questions about your coverage under your existing insurance policies, contact your insurer or insurance agent or broker.

**Documentation:** Passports, Visas, and Travel Consent for Minors. All U.S. citizens are required to have a valid passport book to travel internationally. If you already have a passport book, check its expiration date now since the country visited on this tour requires passports to be valid for at least six months beyond the traveler's intended return date. If your passport is due to expire earlier, you will need to obtain a new one. If you do not have a passport book or need a new one, apply as soon as possible. If you plan to visit other countries on your own, contact Witte for any special requirements. All non-U.S. citizens should contact Witte for their special requirements. We will check the requirements for non-U.S. citizens at the time they register and again approximately 45 days prior to departure. Witte is not responsible for any changes in requirements for non-U.S. citizens that occur after our final check.

When travelling domestically or internationally, the U.S. Transportation Security Administration (TSA) and U.S. Department of Homeland Security (DHS) advise that everyone carry at least two forms of acceptable identification in order to board a flight found <http://www.tsa.gov/traveler-information/acceptable-ids>. Examples: DHS-designated enhanced driver's license, U.S. Passport, a foreign government passport. The name, date of birth and gender that appears on the identification card must exactly match the same data listed on airline ticket(s) and booking records

Minor children traveling internationally without both parents are strongly encouraged to carry a notarized note signed by both parents stating that they have permission to travel without one or both of them. It has become increasingly necessary to possess such a note, and will save time if questions arise departing from the U.S. or to exit a foreign country. In order to download a sample minor consent form go to: <https://www.us-passport-service-guide.com/minor-travel-consent-form.html>The sample form is a guide only. Parents who share custody of their children should carry copies of the legal custody documents. Important note: Parents are responsible to contact the embassy of the country or countries the minor child will be visiting to confirm all travel entry and exit requirements, which may include obtaining additional notarized documentation.

**HEALTH DOCUMENTATION REQUIREMENTS.** You are responsible to make absolutely certain to have the proper immunizations and required documentation of such immunizations before travel. Witte shall not assume responsibility for the accuracy of health requirements or vaccination documentation prior to departure or upon landing at the final destination. See your health practitioner for advice. Prior to travel, required inoculations, if any, must be recorded by your health practitioner on a valid vaccination certificate, and you must carry for proof of inoculation where required. If you are concerned about taking any medications or receiving certain inoculations, and adequate timing of such inoculations relative to your travel booking, consult your health practitioner BEFORE booking. Check the U.S. State Department websites <http://travel.state.gov> for relevant information relating to travel to specific destinations, the USA Centers for Disease Control <http://www.cdc.gov/travel/destinations/list/> and the World Health Organization <http://www.who.int/en/relating to health issues>.

**Luggage allowance.** You may take one suitcase with a maximum size of 62 linear inches (height plus width plus depth) and weight of 50 lbs. You may also carry a purse, a camera and one piece of hand luggage with a maximum size of 45 linear inches and weight of 15 lbs. These size and weight restrictions conform to most airlines' requirements. Hand luggage does not fit in the overhead bins on the motorcoach. There may be room for it in the storage compartment under the coach or by an empty seat on board. If not, it will need to be placed on the floor in front of your feet. You will be responsible for your own luggage throughout the tour so don't bring more than you can comfortably lift and carry. Backpack-style and over-the-shoulder luggage is recommended.

**Tour cost.** The tour cost is based on a group of 17 passengers and current tariffs for air and land arrangements.

**Please note** that these travel arrangements are subject to possible price increases due to additional charges imposed by a supplier or government. You may be charged additional sums by Witte to offset increased fees, fuel surcharges, taxes, fluctuations in foreign exchange markets, and/or changes in group size. Before passing on an increase, Witte will use its best efforts to minimize the amount. If it is necessary to increase the tour cost, participants will be advised at final billing and provided with a summary of the contributing factors. Your signature below indicates consent to any post-purchase price increases.

**Reservations and payments.** To make reservations on this tour, complete the Registration Form and return it as indicated. Reservations cannot be accepted over the telephone. Payments are due as follows:

Deposit of \$500 per person with Registration Form by November 1. Reservations may be accepted after this date, provided space is still available.

Payment of \$1,250 per person by January 10

Balance due on receipt of final invoice sent approximately 30 to 45 days prior to departure

If you are registering for the tour after one of the above payment dates, increase your deposit amount accordingly so your account will be up to date. Please note that checks returned due to insufficient funds are subject to a \$30 service fee.

**Credit cards cannot be accepted for this tour.**

**Cancellations and refunds.** Witte must receive notice of cancellation in writing. Please refer to Upper Iowa University's cancellation policy.

**Membership.** Witte reserves the right to accept or reject any person as a member of the tour and to expel from the tour any participant whose conduct or condition is incompatible with the interest of the group.

**Land-only participants.** If you wish to make your own flight arrangements, contact Witte for the land-only cost at least 90 days prior to departure. Participants who make their own flight arrangements are strongly encouraged to coordinate their flight schedules with the group's flight schedule and to use the same airports. The group's airport transfers on the arrival and return days will be timed to the group's flight schedule. Land-only participants may need to arrange for their own airport transfers. Contact Witte for information and costs on options for private transfers. Witte cannot be responsible for any inconveniences to land-only participants resulting from changes in the group's flight schedule. Participants who change their status to land-only less than 90 days prior to departure may be subject to penalties imposed by the airlines.

**Domestic flight connections.** Note on your registration form if you would like to fly to and from the 051219GLEI Upper Iowa Univ Art Architecture Italy TERMS

international departure city. You will be contacted with schedule options and costs. Witte must receive requests for connecting flights at least 45 days prior to departure.

**Special flight arrangements.** Note on your registration form if you would like to extend your stay and/or depart from and/or return to another city. The number of passengers who can deviate from the group's flight schedule is restricted. You will be contacted to let you know if the arrangements you requested are possible and to advise you of schedule options and costs. Upon confirmation of your special arrangements, a nonrefundable service fee of \$75 per person will be added to your account along with any additional air or land costs that may apply. In the event of cancellation, the service fee and any nonrefundable portion of special air or land arrangements made for you will be added to the penalties noted under "Cancellations and Refunds." Witte must receive requests for special flight arrangements at least 45 days prior to departure.

**Special meal requests and food allergies.** Note special meal requests and food allergies on your registration form. Witte cannot be responsible if special requests are not met but we will pass them on to the airlines, hotels and restaurants. If you have dietary restrictions or food allergies, be sure to carry your medications with you at all times. Ask the wait staff about the foods you are served.

**Mobility Concerns.** Sightseeing on Witte tours almost always includes walking. Visits to historical places often mean climbing stairs and walking on uneven surfaces or cobblestones. The Americans with Disabilities Act ("ADA") is only applicable within the U.S., and facilities for disabled individuals are limited outside its borders. A qualified and physically able companion must accompany travelers who need such assistance. Motorized scooters and wheelchairs are unsuitable for many trips. Transportation services, including many tour motor coaches, are not equipped with wheelchair ramps. Handicap accessibility is not always available. Witte tour personnel are not able to provide attendant services.

Consult your physician if you have any concerns about your ability to participate.

**Time away from the tour.** Advise Witte in writing at least 45 days before departure if you plan to spend some time away from the tour. Wherever possible, you will be credited for missed hotel nights.

**Final tour documents**—including itinerary, hotel list, passenger list, flight schedules with departure instructions, and luggage tags—are sent about 10 days prior to departure. Flight tickets are usually made available at the airport at check-in.

**Limitations of Responsibility and Disclosure.** The trip outlined herein has been contracted with various suppliers. Witte acts solely as a booking agent for supplier hotels, airlines, air charters, bus companies, ground transportation, cruise lines, boat purveyors or owners, and other independent contractors providing accommodations, transportation, and/or other services, and is not the source or provider of the travel services. Each of these supplier companies is an independent entity with its own management, and is not subject to the control of Witte. Participant is advised that the suppliers whose services appear in travel documentation are responsible for providing the travel services purchased, and consents to the use of those suppliers, and understands and agrees each supplier's Terms and Conditions are contained in printed form and are set forth on their respective Web sites, which govern the transaction. All bookings are accepted by Witte as agent for the travel suppliers on your itinerary. The transportation, accommodations and other services provided by the sea, ground, and air operator suppliers offered are subject to the terms and conditions contained in the tickets, exchange orders or vouchers issued by them and/or their suppliers, including Terms and Conditions on their respective Web sites.

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Witte, its agents, sponsors, organizers and employees shall not be responsible for any injury, loss, damage, accident, delay, irregularity or expense arising from strikes, weather, sickness, acts of war or terrorism, governmental restrictions or regulations or from any act or omission on the part of any individual or company furnishing transportation, accommodations or any other services to the tour participants; absent gross negligence, Witte shall not be responsible for any injuries, death, damages, loss or delay by any means of transportation or by reason of any event beyond its actual control.

Weather conditions, including but not limited to the presence or absence of snow, sunshine, and rainfall are not guaranteed to occur or not occur, and are outside of Witte's control. Volcanic eruptions, ash clouds, and wind may be characterized as an adverse weather condition or a natural disaster by suppliers and your travel insurance company, which is beyond the control of Witte.

Witte shall not assume any responsibility for any air and/or ground schedule changes.

Witte reserves the right to make alterations in the itinerary as it deems necessary.

**Force Majeure.** "Force Majeure" means, in relation to Witte, any circumstances beyond the reasonable control of Witte, (including, but without limitation, acts of God, explosion, tidal waves and flood, tempest, forceful wind, earthquakes, fire or accident, hostilities, war or threat of war declared or undeclared, acts or threats of terrorism, sabotage, insurrection, riots, strikes, civil disturbance, requisition, epidemic, sickness, quarantine, government intervention, invasion, act of foreign enemies, mobilization, embargo, weather conditions, defects in machinery and vehicles, delay, wildlife, contamination by radio-activity from any nuclear fuel or from any nuclear waste, or other untoward occurrences).

Witte shall not be deemed to be in breach of these terms and conditions or otherwise be liable to you, by reason of delay in performance, or by non-performance, of any of its obligations hereunder to the extent that any such delay or non-performance is due to any Force Majeure.

If Witte, and/or any of its travel suppliers, are affected by Force Majeure, they shall be entitled to, and may in their sole and absolute discretion, vary or cancel any itinerary or arrangement in relation to the trip. Payment of any refund by Witte to you as a result of the non-performance of any obligations due to Force Majeure shall remain in its sole and absolute discretion, although Witte shall use its reasonable efforts to reimburse you where possible. However, Witte shall be entitled to deduct from any refund recoverable the reasonable actual and potential costs to Witte of the Force Majeure and applicable cancellation fees.

Regarding civil unrest, once Witte has investigated the prevailing situation, as it deems fit, it shall remain in Witte's sole and absolute discretion whether to proceed with the trip. You may in such circumstances cancel the trip subject to Witte's and each supplier's terms and conditions.

**In case of insufficient participation,** geopolitical, or natural cause, or other circumstances beyond its control to the extent travel services cannot be provided wholly or partially, Witte may cancel the tour. In such cases, Witte will use its best efforts to supply alternative services and accommodations, and no refunds will be granted provided that the alternatives are comparable to the original services

and accommodations included in the tour cost. In the event of cancellation of the tour by Witte, its liability will be limited to a refund in full of all monies paid by the participants. If available, Witte will offer an alternative trip, which the participants may accept or reject.

California Passengers: Witte is registered as a California Seller of Travel CST# 201-3304-40. Witte is a fully accredited tour operator with the Airlines Reporting Corporation, the International Airlines Travel Agency Network, and is a member of the National Tour Association, the mark of excellence in the group tour industry.

**Assumption of Risks/Safety.** Travel to certain destinations may involve greater risk than others. Witte urges all participants to remain informed on a daily basis as to current news events, as well as to review travel prohibitions, warnings, announcements and advisories issued by the U.S. Government prior to booking travel to international destinations. Information on conditions in various countries and the level of risk associated with travel to particular international destinations may be found at <http://www.state.gov>, <https://travel.state.gov/content/travel/en/traveladvisories/traveladvisories.html>, <http://www.tsa.gov>, <http://www.dot.gov>, <http://www.faa.gov>, <http://www.cdc.gov>, and <https://www.cbp.gov/travel>

In recognition of the inherent risk of travel and related activities in which you are intending to engage, you confirm that you are physically and mentally capable of participating in the travel booked, and that you willingly and voluntarily assume full responsibility for any injury, loss, or damage suffered by you or caused by you. By registering for any related travel activities, you certify that you do not have any mental, physical, or other condition or disability that would create a hazard for yourself or other participants.

The Smart Traveler Enrollment Program (STEP) is a free service provided by the U.S. Government to U.S. citizens who are traveling to, or living in, a foreign country. STEP allows you to enter information about your upcoming trip abroad so that the Department of State can better assist you in an emergency. Registration is recommended and provided by going to <https://step.state.gov/step/>

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**SECURITY.** Any passwords used for registration on this site are for individual use only. You may not share your password with anyone. You are solely responsible for the security of your password and any use of the services by anyone else with whom you share your password. We may monitor your password and, at our discretion, require you to change it. If you use a password that we consider insecure, we may require it to be changed or we may end your account.

If you become involved in any violation of system security, we reserve the right to release your details to system administrators at other sites in order to assist them in resolving security incidents. We reserve the right to investigate all suspected violations of these Terms and Conditions.

We reserve the right to fully cooperate with any law enforcement authorities or court order requesting disclosure of the identity of anyone posting any E-mail messages, or publishing or otherwise making available any materials that are believed to violate these Terms and Conditions. BY ACCEPTING THIS AGREEMENT, YOU WAIVE AND HOLD HARMLESS WITTE FROM ANY CLAIMS RESULTING FROM ANY ACTION TAKEN BY WITTE DURING OR AS A RESULT OF ITS INVESTIGATIONS AND/OR FROM ANY ACTIONS TAKEN AS A CONSEQUENCE OF INVESTIGATIONS BY EITHER WITTE OR LAW ENFORCEMENT AUTHORITIES.

**Arbitration:** Any controversy or claim arising out of or relating to this Agreement of the performance thereunder, including without limitation any claim related to bodily injury, property damage or death, shall be settled by binding arbitration in Kentwood, Michigan, U.S., in accordance with the rules of the American Arbitration Association then existing, and judgment in the arbitration award may be entered in any court having jurisdiction over the subject matter of the controversy. Such proceedings will be governed by substantive Michigan law. This agreement to arbitrate does not waive or modify the limitation of liability contained in this document.

**Exclusive Governing Law and Jurisdiction:** This Agreement shall be governed by the laws of the State of Michigan, without regard to conflicts of laws principles. If the right to seek arbitration is for any reason waived by both parties, or if judicial review of any arbitration is sought, any action or legal proceeding arising out of this Agreement shall be brought exclusively in the courts of Kent County, Michigan, and the parties hereby waive any objection to venue or jurisdiction in connection therewith. In connection with any action or legal proceeding arising out of this Agreement, the parties hereby specifically and knowingly waive any rights that either party might have to demand a jury trial. Use of the Witte website is unauthorized in any jurisdiction that does not give effect to all provisions of these terms and conditions, including, without limitation, this paragraph.

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If you have any questions or concerns, please feel free to email our customer service department at groups@wittetravel.com



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051219GLEI Upper Iowa Univ Art Architecture Italy TERMS

# REGISTRATION FORM

## UPPER IOWA UNIVERSITY ART & ARCHITECTURE STUDY TOUR OF ITALY

May 12 – 22, 2019

From Cedar Rapids,  
based on multiple occupancy

For office use only

**witte**  
wittetours.com  
Fax: 616.957.9716

### IT IS YOUR RESPONSIBILITY TO PROVIDE YOUR FULL LEGAL NAME AS IT APPEARS ON YOUR PASSPORT.

IF YOU DO NOT provide full legal name you risk incurring additional airline ticket name change fees and risk being denied boarding at the time of departure. If you do not have a passport and are applying for one, provide your full legal name and select the option for passport renewal/application.

## Passenger Details PRINT CLEARLY

First name \_\_\_\_\_ Middle ☐ I do not have a middle name \_\_\_\_\_ Last \_\_\_\_\_ Preferred First Name \_\_\_\_\_  
☐ Male ☐ Female Birthdate mm\_\_\_\_/dd\_\_\_\_/yyyy\_\_\_\_ Citizenship: ☐ U.S. ☐ Other \_\_\_\_\_  
Known Traveler Number (if you have one) \_\_\_\_\_  
Home \_\_\_\_\_ Work \_\_\_\_\_ Cell \_\_\_\_\_  
Billing e-mail \_\_\_\_\_  
School e-mail \_\_\_\_\_

**Passport Status:** ☐ Current ☐ I do not have a passport ☐ My passport has expired. I am renewing.

LEGAL NAME ON PASSPORT \_\_\_\_\_

ISSUING AUTHORITY \_\_\_\_\_

PASSPORT NUMBER \_\_\_\_\_

ISSUE DATE \_\_\_\_\_ (MM / DD / YY) EXPIRATION DATE \_\_\_\_\_ (MM / DD / YY)

PASSPORTS must be valid for at least six months beyond your intended return.  
See "Documentation" in the *Terms and Conditions* for more information.

### Dietary Needs:

☐ Vegan ☐ Low Sodium ☐ Vegetarian ☐ Diabetic ☐ Gluten free ☐ Other \_\_\_\_\_

Food allergies: \_\_\_\_\_

Mobility concerns: (walker, wheelchair, etc) \_\_\_\_\_

Medical \_\_\_\_\_

## Mailing Address

Home  
Street Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

During school year  
Street Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Mail should be directed to the school address from mm\_\_\_\_/dd\_\_\_\_/yyyy\_\_\_\_ to mm\_\_\_\_/dd\_\_\_\_/yyyy\_\_\_\_

## Emergency Contact

NOT TRAVELING WITH YOU \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_

CONTINUED ON REVERSE

## Accommodations

Based on two persons sharing a room in Rome and Venice, and on four persons sharing a room in Florence.

☐ Quad occupancy. Roommate preference:

1. \_\_\_\_\_ 2. \_\_\_\_\_

3. \_\_\_\_\_

If you do not specify a roommate, you will be assigned one. **Final roommate assignments are made at the discretion of your group leader.**

☐ Single occupancy (+ \$520 per person )

☐ Double occupancy at all hotels (+ \$120 per person)

## Optional Travel Protection

**The per person premium for this travel protection is \$153\* for multiple occupancy and \$174\* for single occupancy.**

☐ I/we wish to purchase the travel protection at this time. Full payment of the plan cost is included with my deposit. I/we have read and understand the exclusions and limitations listed in the Policy.

☐ I/we wish to decline the travel protection at this time. I/we understand that travel protection can be purchased later, as long as it is done prior to making final payment on the tour.

\*It may be necessary to increase the trip cost insured on the travel protection plan for participants who purchase additional services and/or upgrade their arrangements. This could increase the plan cost.

The full coverage terms and details, including limitations and exclusions, are contained in the insurance policy. To view/download the Policy based on your state of residence at: <http://policy.travelexinsurance.com/335S-1217>. Travel Insurance is underwritten by, Berkshire Hathaway Specialty Insurance Company (formerly known as Stonewall Insurance Company), 1314 Douglas Street, Suite 1400, Omaha, NE 68102. 100

### Travel Protection Information:

- You can enroll in this plan when you register for the tour or at **any time prior to making final payment on the tour.**
- **If plan is purchased within 15 days of initial trip deposit, pre-existing medical conditions are waived when full trip cost is insured and traveler is medically able to travel at the time of plan purchase.**
- The travel protection premium is nonrefundable after the 10 day review period, provided you have not departed on your trip or filed a claim.
- For more information and an outline of the included benefits, see "Optional travel protection" in the Terms and Conditions of your tour brochure.
- Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit or knowingly presents false information in an application for insurance is guilty of a crime and may be subject to fines and confinement in prison. Please visit [www.travelexinsurance.com/company/fraud-warning](http://www.travelexinsurance.com/company/fraud-warning) to view the state specific fraud warnings or call 844.858.9910.

## Special Arrangements

Upon confirmation of your special arrangements, a nonrefundable service fee of \$75 per person will be added to your account along with any additional air or land costs that may apply.

**Domestic Flight Connections** from \_\_\_\_\_ to \_\_\_\_\_.

**Special Air Arrangements:** To spend additional time abroad, I/we would like to depart on \_\_\_\_\_ and return on \_\_\_\_\_.  
To request special land arrangements (car rentals, hotels, rail, etc.), include a note and we'll contact you.

## Signature

**I have read, understand and accept the terms and conditions as outlined in the tour brochure. I/we acknowledge receipt of information about Witte's Travel Protection Plan as well as the Price Increase Rules.**

Signature of participant \_\_\_\_\_ Date \_\_\_\_\_

***Registration and deposits are due by November 1***

*Return this form to:*  
Laura Gleissner  
Assistant Professor of Art  
Upper Iowa University

**Enclose your deposit of \$500 per person made payable to Upper Iowa University. If you are purchasing Optional Travel Protection, add the full plan cost to your deposit.**