



2022 TRAVEL TIPS & IMPORTANT TRAVEL INFORMATION

Please, **Read the Following & View Your Enclosed Itinerary for Flight Times & Roommates Names**

- ✓ **You must arrive at the airport and check-in a minimum of 3-HOURS BEFORE the designated departure time on your itinerary.**
- ✓ You must have a **valid Passport**, to check in at the airport for international travel.
- ✓ Guests who are staying at the **Breezes Hotel** – Make sure that you have your signed **Breezes Code of Conduct & Related Guidelines Agreement/Acknowledgment Form** (form included in this packet) that all guests are **required** to fill out and **turn it into the hotel at check-in**.
**If under 18 years of age, a parent/guardian signature is also required.* The hotel will not allow a traveler to check-in without their signed form.
- ✓ Guests who are staying at the **Atlantis Hotel** – If you will be using a Credit Card which is not in your name, make sure the cardholder fills out the Atlantis's Credit Card Authorization Form online before the trip (see below for more details).

Getting Ready! - Your passport cannot expire within 6 months of your trip's return date (this has been stated on multiple GradWeek documents). If you are **not a U.S. Citizen** but you are a permanent legal resident, you need to contact the Bahamas Consulate for the most up-to-date requirements. Please call their Tourism Center at (800) 224-2627 or visit www.bahamas.com/entry-requirements. Per the Bahamas Immigration website (<https://www.bahamas.com/plan-your-trip/island-faq/visa-immigration>) – Minors travelling with only one parent, a notarized letter of consent from the parent not travelling may be requested. If travelling with non-parents, a notarized letter from the minor's guardians would be required. The letter should indicate that the person traveling with the minor are authorized to travel outside the country with the minor, as well as permitted to seek medical attention for the minor, if necessary. You will be denied boarding at the airport if you do not have the correct required travel documents and all charges to change your flight will be at your expense. ****For travel procedures/requirements regarding Coronavirus, please refer to the COVID-19 insert.**

Packing Your Bags! - Be aware that most airlines charge to check luggage and the costs do vary so try to pack light and **visit your airline's website to view baggage fees and weight restrictions prior to your arrival to the airport**. The enclosed Flight Itinerary indicates the airline you will be traveling on, flight check-in information, and roommates for the trip. **Be aware of your item restrictions for carry-on bags** (i.e., liquids, medications, etc.) **by going to the TSA website at www.tsa.gov**. It is highly recommended that you make a photocopy of your passport, put your phone number on it and put that copy inside your checked luggage, but make sure your actual passport is securely in your carry-on. To help you decide what essentials to pack, check [Nassau, Bahamas's](#) weather forecast online a few days before your trip.

Spending Money - We recommend using a debit card and to also take a small amount of cash. U.S. dollars are accepted and there is no need to exchange money. It is always advisable to let your bank know when you will be using your debit card outside of the U.S. If you are using a credit/debit card, please be aware that most banks charge a service fee, plus a currency conversion fee when traveling outside of the US; so, check with your bank or credit card company prior to travel. Getting around is typically done by Taxi (rideshare like Uber or Lyft **DO NOT** operate in the Bahamas) so plan to have cash on-hand for Taxis. Traveling in groups is the safest and most economical way to go. How much money you take is up to you, but \$350 to \$500 is recommended for souvenirs, Action Pac events, transportation, and meals (if you not registered at an all-inclusive hotel).

Day of Departure - **Do not be late! You are 100% responsible for your transportation to the airport and must arrive, and check-in at least three hours before your scheduled flight time.** We recommend checking your assigned airport's website before you arrive for directions and terminal locations to ensure you know where to go and to have plenty of time. **You are required to go to the check-in counter of your listed airline to obtain your boarding pass (online check-in not available for group flights) and check-in any luggage you are not carrying on.** You can be denied boarding if you are late and/or do not have the required documents, and you will be responsible for any charges due to changes in flights. If your enclosed Flight Itinerary requires that you change planes, you will not be required to retrieve your checked luggage until after you arrive at your final destination ([Nassau, Bahamas](#)). When you arrive at your destination, make sure to retrieve any of your checked luggage from the baggage claim and follow signs to exit the building. Look for a GradWeek Staff member wearing GradWeek shirts & ID Badges. They will direct you to the buses that will take you to your hotel. **Do Not** talk to local vendors trying to sell you a transfer. **Hotel Only Package Travelers** – Your trip package DOES NOT include the transfers (unless noted otherwise), so if you purchased a HOTEL ONLY PACKAGE you are responsible for arranging your own transfers/rides to and from the Bahamas airport to your hotel. **IMPORTANT** – If mask guidelines are 'active/in effect', you must wear a mask while traveling and/or at your destination.

At Your Hotel - Once you arrive at your hotel, you will be given a full Welcome Orientation by a GradWeek Staff member. They will check you in, explain any events or activities that may be held during your stay, and go over some basic guidelines and rules to make your trip is great and worry-free. Enclosed in your Departure Packet you will find an Action Pac flyer that lists the various activities and price options as well as the application form (required to be filled out to purchase). **Action Pacs are available for purchase on-site only at the Welcome Orientation by CASH ONLY** (U.S. dollars).

Breezes Hotel Travelers (specific information for this hotel) - Per the hotel's guidelines; during check-in each person is required to leave a \$150.00 Refundable Security Deposit with the hotel at the time of check-in. Credit/debit cards must be in your name and not the name of a parent unless they are physically with you. Also, during check-in Breezes hotel travelers will be issued a wristband for the property. If you lose your wristband or if it is goes missing for any reason, you will be subject to a replacement fee of \$100 for the first replacement and \$200 for any additional replacements thereafter, per the hotel's policy.

Atlantis Hotel Travelers (specific information for this hotel) - Please be patient, the hotel will need to check in, each person staying at the resort. Helpful information about your future check-in at the Atlantis: Upon check-in, each traveler will have 3 options to choose from when it comes to how they want to pay for items around the Atlantis Resort.

- **Option 1:** Cash - If a traveler wants to use this option, they can take cash (USD accepted) to any gift shop within the Atlantis Resort and purchase a Gift Card which they can then use around the resort. The only issue with this option is if the traveler loses their Gift Card the money paid onto that card may be lost.
- **Option 2:** Use your personal credit or debit card (all cards must be in your name; and debit cards must have a MasterCard or Visa logo) to pay for things around the resort. Please be mindful of this option because not all the locations within the resort accept debit cards.
- **Option 3:** Link your credit card to your room key – Travelers have the option to place a credit card down on their room. That card will be linked to their personal room key for charging within the hotel. When a guest puts a credit card down, the hotel will place an authorization on the card of \$150 for each day of their stay. Once your funds are authorized, the room key now becomes just like a credit card to use within the hotel (the hotel will also require the guests to provide their room number and last name before any transactions are made). If the traveler loses or misplaces their room key, they will need to report it to the Atlantis Front Desk immediately, so they can unlink the card from that room key! ***If your student will be presenting a credit card in their parent's name and**

that parent is not physically present at the hotel, the hotel will require them/their parent to fill out the Atlantis's Credit Card Authorization Form online (**details and web link are included in this Departure Packet**). The actual cardholder must fill out the online form. If all funds are used in their entirety during your traveler's stay, they are spent. If more funds are needed, another online authorization form will need to be filled out. Once the stay has concluded, any remaining funds will be credited back to the cardholder, (which can take 5-10 business days for the Atlantis to issue a refund).

GradWeek Staff - While our staff is available at your destination 24/7, the **Hotel Staff** can help you with daily requests, such as more towels, more pillows, and any questions about the hotel and nearby shopping, restaurants, etc. The GradWeek Staff are **NOT chaperones**. GradWeek Staff are at the student hotel and available to travelers on-site 24/7 to ensure the program is running smoothly, coordinate transfers for all the arrivals and departures, present the Welcome Orientation, go over rules, provide a Destination Guide with an area map, and will assist you with any serious emergencies or roommate situations. If you need assistance while on the hotel property, please reach out to on-site Staff, and be patient with both GradWeek and Hotel Staff, as rude behavior will not be tolerated.

Calling Home - Parents want to know you have arrived safely. A quick call, text, d.m., or e-mail home to say you have arrived and to provide them with your room number is **highly recommended**. Not all phone companies charge the same fees when traveling outside of the United States. You will need to contact your service provider prior to travel to find out what the additional charges will be if calling or texting to/from the Bahamas, and/or if they have international plans available. It is *very expensive* to make calls from your hotel room. If you do not want to take your cell phone, the next best choice would be to buy a long-distance calling card that can be accessed by any public phone.

In-room Security Box - Once you check-in to your room, we strongly recommend that you **use your in-room safety deposit box** to store your documents (Passport), cash, and other valuables including cell phones, cameras, etc. This will ensure that the items are securely locked away when not in use. Take a few minutes to check that everything in your room is in good shape and working order. Please **contact the GradWeek Staff or the Hotel's Front Desk personnel IMMEDIATELY IF you see anything broken, damaged, or not working properly**, to ensure you will not be held responsible for preexisting damages. **If the hotel reports any room or property damage from your room, ALL travelers in the room will be responsible for paying for those damages regardless of who in the room was at fault. Room doors should NOT be left open and unsecured.** Please be aware that the travel insurance **DOES NOT** cover you for loss of personal items such as cell phones, tablets, etc. If **ANY** incidences of theft occur on-site, it MUST be reported to the **hotel first, and prior to departure home!** While GradWeek will help assist with any local authorities if theft or loss occurs, we are not responsible for the cost of any cell phone replacements or other personal items.

Ahhh...Paradise! - This is your time to relax and have a fun time. **This does not mean you can do anything you want!** All local laws are strictly enforced in and outside of the hotel, and they **will not tolerate illegal activity, disorderly conduct** (including underage drinking) or property damage. Travelers caught doing any of the above will be required to pay for any incurred damages and risk being evicted from their hotel at their own expense, no exceptions! GradWeek is not responsible for travelers that lose all or a portion of their vacation due to their behavior issues, violations, illegal actions, or damages and will not be entitled to a refund. Be smart, behave appropriately, be respectful to the locals and other guests, and stay safe by traveling in a group whenever leaving your hotel. **We highly recommend using the buddy system!** Please go out in groups, especially when going back to your hotel at night. Always remember that there is safety in numbers, and it is best to always tell a friend if you are leaving the hotel and/or an activity before everyone else.

Policy on Alcohol Consumption - The legal drinking age in the Bahamas is 18 and many clubs require a Photo ID upon entry. GradWeek does not promote or condone the use of alcohol to its travelers! GradWeek is aware that many events and activities in the Bahamas may have alcohol and non-alcoholic beverages available. Each participant chooses whether to consume alcohol or not. All local and federal laws are strictly enforced, and you will be held responsible if caught violating those laws.

Returning Home - GradWeek Staff will post the time you need to be ready to board the bus for your flight home in the lobby of the student hotel(s) the night before departure. Before leaving the hotel, your room must be picked up and cleared of all trash. All registered guests in that room must wait until GradWeek Staff or Hotel Staff have inspected the room for any damage. Should there be any hotel/room damage, you and your roommates will need to proceed to the hotel front desk immediately to take care of the damage costs and pay for any other incidental charges not included in your package price. Before checking out of your room, take a quick look around to make sure you have all your belongings. Once this is done, you will be given the "Ok" to board the bus for the airport. Make sure your luggage gets loaded on your bus and always keep your valuables with you. **GradWeek is not responsible for any items left behind. IMPORTANT – If instructed** by the transfer/bus company or airlines, you must wear a mask while traveling on the bus to the airport and for the flight. Travelers who do not comply with 'active/in effect' mask guidelines will be responsible for their actions. Double-check that you have all your belongings before deboarding the transfer bus. If you have a connecting flight, there will be an airline representative available to assist you with gate information to board your next flight home. Do not bring back any alcohol if you are under 21, it is against the law in the U.S.! Once you have cleared Immigration and Customs in the Bahamas, your checked luggage will be automatically transferred at your connecting city and will be available for pick-up at your final destination (home) airport. ****For travel procedures/requirements regarding Coronavirus, please refer to the COVID-19 insert, and be aware that on-site testing is available at the Breezes and Atlantis Hotel properties.**

How to use the Emergency Medical Coverage - Even though over 95% of our travelers do not encounter any sickness or injury, it still may occur. If sickness or injury occurs that requires medical attention, GradWeek or Hotel Staff can direct you to the medical facility at your destination. The travel insurance plan through Cultural Insurance Services International (CISI) helps provide coverage for medical emergencies, sickness, and emergency medical evacuation. **For policy questions or to receive assistance while traveling, you must call (800) 303-8120, or email claimhelp@mycisi.com and provide policy # GLM N18221767-IT.** The insurance agent will guide you through the policy, and if needed, help you file a claim for reimbursed for your approved medical costs up to the limits of the plan.

Money Wire Transfers - Should you run out of money at your destination, GradWeek provides a money wire transfer service for those students who may need additional funds on-site. This service is only available Monday through Friday from 8:30 am-3:00 pm (PST), and the required form can be accessed from our website at www.gradweek.com. The Wire Transfer Authorization form is located under the **ABOUT US** section, then click on **RESOURCES**. Please print and fill out the form completely and **EMAIL it to info@istours.com PRIOR TO 3:00 PM** Pacific Standard Time (PST), Monday through Friday. The traveler receiving the money on-site can pick up their cash with their photo ID from our 24-hour GradWeek Staff **after 7:00 pm (Bahamas local time)**. The wire limit is \$300.00 and there is a \$25.00 service charge per wire transfer.

Parents wishing to Contact their Son/Daughter - PLEASE READ THE HIGH IMPORTANCE INSERT INCLUDED IN THIS PACKET!



Informational Documents - Please visit our website at www.gradweek.com under the **ABOUT US** section, then click on **RESOURCES** to view all of our valuable travel information and forms we provide including Preparing for Travel Letter, Travel Tips, Destination Guide, Action Pac, and Travel Protection Insurance. ***REMEMBER –** If you misplace your itinerary, you can always reprint a copy of your Trip Itinerary by logging into your online account at www.gradweek.com and click on **TRIPS >> TRIP ITINERARY**.

HOTEL CONTACT INFORMATION

Breezes Resort

1 (242) 327-5356 | www.breezes.com

Baha Mar Grand Hyatt

1 (242) 788-8000 | <https://www.hyatt.com/en-US/hotel/thebahamas/grand-hyatt-baha-mar/>

Atlantis Casino Resort

1 (242) 363-3000 or 1 (888) 877-7525 | www.atlantisbahamas.com

Riu Palace Paradise Island

1 (242) 363-3500 | <https://www.riu.com/en/hotel/bahamas/paradise-island>