



DID YOU KNOW?

SELECTING ROOMMATES AND OCCUPANCY FEES

SELECTING ROOMMATES

Following the final payment deadline of February 22nd every traveler **MUST** to contact their group's campus/student Organizer starting on March 1st (year of travel) for information on **WHEN** and **HOW** their groups rooming/roommate requests will be collected (i.e. text, email, etc.) to ensure you have submitted your roommates for the trip.

If your group's campus/student Organizer (or any traveler) fails to submit their roommate selection for the trip by the March 25th deadline, the group or traveler(s) will be randomly roomed automatically by our system. If roomed automatically, GradWeek will not be responsible for any occupancy charges you incur, nor the roommates that you end up with (if any).

During the group rooming process, travelers that don't meet the room occupancy requirement for their destination can request with their campus/student Organizer to see if anyone else in their group is available to room with (not guaranteed).

If your room does not meet the required number of travelers, you and your roommates (if any) will all incur the additional hotel occupancy fee that must be paid in full no later than April 30th (year of travel).

No rooming changes will be allowed or excepted by the hotels starting April 1st and after.

OCCUPANCY FEES AND ROOMING REQUIREMENTS

All trip pricing is based on a set room occupancy for their destination/hotel/trip package.

Student hotel/package pricing is based on the following below:

- Bahamas - Based on quad occupancy (4 travelers sharing a room, two travelers per bed)
- Puerto Rico - Based on quad occupancy (4 travelers sharing a room, two travelers per bed)
- Hawaii - Based on quad occupancy (4 travelers sharing a room, two travelers per bed)
- Mexico - Based on triple occupancy (3 travelers sharing a room)
- Panama City Beach - Based on six to ten occupancy (6-10 travelers sharing a condo, and in special circumstances 4 sharing one hotel room) unless noted otherwise.

Parent hotel/package pricing is based on the following below:

- All destinations - Based on double occupancy (2 sharing a room and one bed) unless noted otherwise.

***Remember: It is the responsibility of each traveler (NOT GradWeek) to find/select their roommates for the trip and to have the required number of travelers in their room to avoid incurring the additional hotel occupancy fee. GradWeek is not responsible for filling rooms or for groups that have an uneven number of travelers to room with.**

Please review your most recent Invoice Statement (example below) to see your hotel's additional occupancy fees if you do not have a full room.

		GradWeek 5080 Robert J. Mathews Parkway El Dorado Hills, CA 95762 Ph: (800)448-4444 Email: info@istours.com Website: www.gradweek.com	Traveler ID: 489976 Group: Sonoma Valley High Group ID: 5546 Invoice Date: 4/14/2021 Email: info@traveler@gmail.com
REMINDER NOTICE - YOU HAVE INCURRED AN ADDITIONAL HOTEL OCCUPANCY FEE. PAYMENT IS DUE NO LATER THAN APRIL 30TH!			
To the Parents of GradWeek Traveler: ANNIE TRAVELER 495 STREET NAME SONOMA, CA 95476			
Final Payment Date: 3/01/21			
* Remit mailed payments to GRADWEEK (address listed above) Please make check or money order payments payable to GRADWEEK, & ALWAYS include your traveler I.D. # *			
Traveler ID: 489976 Group ID: 5546	Status: ACTIVE Trip ID: 41613	Group: Sonoma Valley High Tentative Hotel: The Condado Plaza H	Dep. City: San Francisco Dest: San Juan, Puerto Rico Confirmed Trip Dates: 06/10/21 - 06/15/21
Occupancy fees will be assessed when final rooming is completed:			
Single Occ: \$700.00pp	Double Occ: \$250.00pp	Triple Occ: \$100.00pp	