



SAMPLE

Who: Sample High School Choir

What: State Music Competition

When: July 23-5, 2018

Where: Central Washington University (CWU), 400 E. University Way, Ellensburg, 98296

Motel 6, 403 W. University Way, Ellensburg, 98296 (509) 962-5585

Why: Sample High School choir students compete in the state music competition.

Cost: \$80.00 per student plus meals

Transportation: District bus to and from Ellensburg; students walking from motel to university campus and back.

What to wear: Black dress/suit for competition; school/weather appropriate clothing for down time.

What to bring: Bring suitcase to school day before trip. Bring money for all meals.

Meals: Students need money for ALL meals (see itinerary for meal locations).

Potential hazards/special requirements: Weather will be HOT! Water/drinks to stay hydrated and sunscreen is recommended.

Coordinating staff member(s) contact phone:

John Smith – 425-123-4567 Jane Doe – 206-765-4321

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Itinerary

Monday	July 23, 2018
2:10 p.m.	Meet in Sample HS choir room/load bus
2:30 p.m.	Depart for Ellensburg
4:45 p.m.	Arrive in Ellensburg
5:00 p.m.	Dinner at Brooklyn's Pizza
6:30 p.m.	Check into motel
7:30 p.m.	Attend evening concert at CWU campus
9:30 p.m.	Return to motel
10:00 p.m.	Lights out
Tuesday	July 24, 2018
7:00 a.m.	Rise and shine
8:00 a.m.	Walk to CWU campus for breakfast
9:00 a.m.	All day performances (students break for lunch between performances)
6:00 p.m.	Dinner on CWU campus
7:00 p.m.	Return to motel
10:00 p.m.	Lights out
Wednesday	July 25, 2018
7:00 a.m.	Rise and shine
8:00 a.m.	Walk to CWU campus for breakfast
9:00 a.m.	All day performances (students break for lunch between performances)
5:00 p.m.	Dinner on CWU campus
6:00 p.m.	Awards ceremony
7:00 p.m.	Load bus for return to Sample HS
9:45 p.m.	Estimated return to Sample HS