**PHS Global Outreach:**

**Global leaders for a better tomorrow**

Hello parents! As your child has probably been telling you, the planning for our Global Outreach trip to Malaysia is well under way and we are excited! The purpose of this letter is to touch base with all trip participants and parents. We have several important items and dates to communicate with you.

****The first item is to announce the date of the upcoming Parent Meeting for the trip. It will be held on **Wednesday October 10 at 7:00pm in room 122 at Preston High School**. We have chosen this date to coincide with parent night so you don’t have to make two trips to the school. The purpose of the meeting is to give you the opportunity to hear about the ongoing planning for the trip, ask questions, and receive updated information on the trip itself. The meeting will be no more than 60 minutes. All students must attend as well. If you can’t attend please contact Mr. Peters.

The second item is to communicate final cost and **payment schedule** for the trip to you. The final cost for this trip will be $4350. This includes all tour and teacher coverage costs. At this point in time, you have submitted an initial deposit of $500. This money has already been sent to Evolve, our tour provider, and used to confirm seats for our flights. A **second deposit** of $1000 is due on October 10. The **third deposit** of $1500 is due on December 13. The **balance** of $1350 is due on January 10, 2014. You can submit post-dated cheques at the October 10 meeting or the whole amount. If you wish to set up an alternative payment schedule, please let us know. We do ask that cheques are submitted by the deadlines so that Evolve can take advantage of the savings that come with early booking. Please sign and return the attached contract to confirm this important obligation.

As always, if you have any questions regarding anything regarding the trip, please let Mr. Peters or Mr. Miller know, either in person or by email.

Your leaders,

Mr. Peters (galen\_peters@wrdsb.on.ca)

Mr. J. Miller (jim\_miller@wrdsb.on.ca)

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