

10 BUSINESS DAYS AFTER BOOKING:

Visa information request

2 color copies of passport (and U.S. residency card, if applicable)

Emergency contact request

Business reply envelope

10 - 14 BUSINESS DAYS AFTER BOOKING:

Welcome letter

First invoice

Important Information Booklet

Emergency contact/Passport copy request form

Return envelopes

95 BUSINESS DAYS BEFORE DEPARTURE:

Payment reminder

60 BUSINESS DAYS BEFORE DEPARTURE:

Charter flight confirmation

Domestic air confirmation (if applicable)

14 BUSINESS DAYS BEFORE DEPARTURE:

Final documents

Final information brochure