

## Lemon Bay High School Savannah Trip 2020

**Registration:** Attached to your group's trip informational email is a step by step instructional for registering and setting up an online payment account for each family. The hyperlink in the attached directions is unique to your group – please click the link to register:

<https://groupxpress.com/W2E3CF22/>

(Note: Students are automatically placed in quad occupancy and adults in single occupancy. The director supplies the final rooming list and rates will be adjusted accordingly.)

**Chaperones Requesting Roommates:** P.A.C.E. Travel must receive an emailed request to [office@pacetravel.net](mailto:office@pacetravel.net) from both parties wanting to room together. (Subject to final approval by the director.)

**Making Payments:** Once you have registered, you will be able to see your trip's inclusion list and payment schedule. For accessing your account later, please bookmark this unique link: <https://groupxpress.com/WCF5804A4F/>. Or click the **My Reservations** button shown in any confirmation email.

If you have someone that would like to make a payment on behalf of a registered traveler, but is not the primary contact on the registration, please have them call P.A.C.E. Travel and we would be happy to help – 800-308-2888. Hours from September to May are Mon-Fri 9am-5pm (EST). P.A.C.E. Travel's summer hours are June to August are Mon-Thur 9am-5pm (EST).

**Travel Insurance:** We have partnered with Travel Insured International to provide families with options for trip insurance. This insurance can be purchased anytime between now and before you make the last payment for the trip. Please click the links to see your options or to purchase:

[Travel Insured Options](#)

[Purchase Travel Insurance](#)

\*\*\*Please note if registering multiple travelers:

1. Each traveler is registered separately. Due to the fraud protection settings, allow 15 minutes between each registration.
2. If your browser settings are set to autofill forms (typically Google Chrome), the system may show you as the primary traveler. Be sure to double-check that the name on the form is set to the name of the insured traveler.