

PASSPORTS - AIRLINE TICKETING - AIRPORT TRANSFERS - TRIP EXTENSIONS

- **Passports are required for this trip:** If you have a passport please double check the expiration date.
- **Passport validity:** Legally, your passport must be valid for at least **3 months beyond your planned date of departure** from the Schengen Area. Your trip ends Sept 22, 2026, so your passport must be valid at least until **Dec 22, 2026**. If you need to renew, or get a new passport, now is the time to apply as it may take some time to process one. For citizens of the U.S., while you can go to the U.S. Post Office to apply in our experience the processing time may take a while. There is a 3rd party passport processing company called **Rush My Passport** (www.rushmypassport.com). This service costs a bit more but they will expedite the process for you and keep you updated on timing.
- **Airline Tickets:** 2 airline tickets are included on the group travel dates September 14-22, 2026. Tickets for the award trip will be booked in the Main/Economy Cabin of the airline utilized for the group. Any/all applicable ticket costs for requested category upgrades, and/or special dates (pre and post extensions), will incur a higher cost which is an out of pocket expense to the guest requesting.
- **Airport Transfers:** Airport transfers are included on the group dates. Arrival day September 15 and departure day September 22, are included in the award trip. If a cabin upgrade is sold out on the group flight, and you are booked on an alternative schedule that does not coordinate with the timing of our group transfers to/from Montecatini, Italy and our hotel, you will be responsible for arranging and paying for your transfers. In addition, if you are looking to extend your trip, pre or post the group dates, you will be responsible for arranging and paying for your transfers to/from the group hotel in Montecatini, Italy.
- **Email ASAP!:** If you are requesting a cabin upgrade, or looking to extend your trip, pre or post, please email me, Jack Kreuzburg, immediately after filling out the Travel Reservation Form. I will add a note so that Lesley will review and communicate with you prior to airline ticketing.