

**Texas FCCLA National Conference
Atlanta, Georgia, June 27- July 03, 2018**

INSTRUCTIONS FOR COMPLETING Holidays 'N Travel FORM FOR NATIONAL MEETING.

The Holidays 'N Travel form is a fillable form. Please type the information and then print the form and submit it along with full payment.

- **Student Delegate:** Give student delegate name, home address, phone number and Date of Birth. Indicate if the student is **male or female**.
- **Advisors:** Please complete their information using the same guidelines listed above.
Advisors must complete all of the contact information. We must have a cell phone number and summer email address for every Advisor.
- **Family Members and Guest:** Use the same form and just indicate that they are chaperones, parents, or guest.
- **Accommodations:** indicate S (single 1 person); D (double 2 people); T (triple 3 people) or Q (quad 4 people) for desired room accommodations.
- **Roommate Request:** All roommate request must accompany your travel form and have first and last names. We match up the requests, so please coordinate with your roommates to ensure that everyone turns in the same request and the same type of accommodations.
- **Depart City:** Enter the name of city from which you wish to fly. **If you are not purchasing a ticket from Holidays 'N Travel, Please indicate Land Only in this column.**
- **Date of Birth:** This is required by TSA for all airline tickets.
- **Package Cost:** using the chart on top of the page, show the package cost based on departure city and accommodations selected. *See chart at the top of the page and transfer package price travel to column (ex: Austin departure, quad accommodations would put \$893.00)*
- **Blazer:** If ordering a blazer from Texas FCCLA, please add **\$45.00 per blazer to your total (which are generally \$65)**. FCCLA will cover the other \$20 and order the blazer to be shipped to you. This is **ONLY** for students attending. **Advisors must fill out the supplemental blazer form found here: <https://goo.gl/forms/e8KYYeyynYKI7qLe2>**
- **Less FCCLA:** FCCLA will pay \$50 for each regional/state officer. Mark \$50 in this column.
- **Total amount due:** This is the total for the travel package.
- The final column is where the delegate's t-shirt size is indicated. *(If forms and payment are not submitted by 4/25 then t-shirt sizes aren't guaranteed.)*

In addition to completing the Holidays 'N Travel form, ALL attendees must be registered for the CONFERENCE registration through the National FCCLA portal. The National Conference registration is NOT included in the Texas FCCLA package.

Send the Holidays 'N Travel form along with a check made payable to Holidays N Travel for the full payment by **April 25, 2018**. Emergency forms must be sent to jsams@texasfccla.org by the deadline. Any questions regarding payment need to be directed to Manny Linares (512-636-6539) at Holidays N Travel; Conference questions should be directed to Alex Everett at the FCCLA office.

**Holidays N Travel
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