



ST MARY'S COLLEGE

21 September 2023

Dear Parents/Carers,

I would like to invite you to a meeting about the New York Study Conference on **Thursday 19th October at 6pm** in the Theatre. This is a very important meeting as I will be sharing flight times and the provisional itinerary with you. There will also be some essential information we need to acquire for each student. This meeting presents an opportunity to ask any questions that you may have about the trip.

The confirmed flight details for the trip are as follows:

To help our planning of the trip, I would like to remind you of some key dates and actions that need to be taken.

Virgin Atlantic	15/01/24	VS3	LHR	JFK	09:15	12:35
Virgin Atlantic	18/01/24	VS4	JFK	LHR	18:30	06:35

The documents below are those that need to be provided as they are an essential part of our smooth preparation for the trip. Please bring the photocopy of your passport and ESTA to Miss Burden in T17 or Mr Charlton up in the sixth form.

- **Photocopy of passport**

- **ESTA visa / relevant visa**

ESTA visa completed on <https://esta.cbp.dhs.gov/esta/> at a cost of \$21 or the relevant visa if the country of your passport is not on the ESTA visa acceptance list. You will need the details of the hotel to complete this: **Holiday Inn Express Manhattan Midtown West, an IHG Hotel, 538 W 48th St.**

Please email or bring in a copy of this once you have received confirmation. If your passport does not qualify for an ESTA visa you must make the necessary arrangements to obtain the relevant visa for entry into America. Please also notify us immediately should you not have a valid passport.

- **Full payment of the trip**

The date for the full cost of the trip, £1195 to be paid is **Friday 6th October 2023**. This deadline is set by our tour operator and will allow us to book essential activities which are included in the total price.

I would like to thank you for your support for the trip so far. Meanwhile, if you have any questions about the trip please feel free to contact me on the number below or email lburden@smchull.org

Yours sincerely,
Miss Burden

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