



# TRAVEL TIPS

**Tzell Park Avenue Travel Services  
456 West Main Street  
Norwich, CT 06360**



# PRIOR TO DEPARTURE

- **DO NOT OVERPACK**

- PAY ATTENTION TO THE MOST UP TO DATE BAGGAGE ALLOWANCES BY CHECKING ONLINE 24 HOURS PRIOR TO DEPARTURE TO ENSURE THAT NO CHANGES HAVE OCCURRED TO THE AIRLINE'S POLICY
- CONTACT HOST FAMILY TO FIND OUT HOW MANY BAGS WOULD BE ACCEPTABLE TO TAKE WITH YOU AND FIT IN THEIR VEHICLE AND HOME



## TYPICAL ALLOWANCE

- 1 Bag at 50 pounds, 62 inches; 2<sup>nd</sup> bag at cost
- Overweight bags and additional pieces of luggage will cost extra
- Carry on baggage allowance: 1 bag at 20-40 lbs no larger than 45 linear inches.

# BE PREPARED

- **BEFORE YOU LEAVE HOME FOR THE AIRPORT:**
  - Be sure you have all the proper travel documents with you, including your passport, travel itinerary
  - Check with the airline to be sure there have not been any last minute changes in your travel itinerary.
  - DO NOT lock your suitcases with anything other than TSA approved locks
  - DO NOT pack your important paperwork in your checked bags in case your bags are delayed or lost. Always pack original documents on your person or your carry on baggage
  - When traveling with any medication, you must be sure to have a letter from your doctor stating what you are carrying, how much you are carrying and what the medication is for. If possible keep your medication in it's original packaging sealed.
- **BE SURE TO PACK YOUR HOST FAMILY AND HOST CHAIRMAN'S TELEPHONE NUMBER AND CONTACT INFORMATION IN CASE OF ANY EMERGENCIES IN YOUR CARRY ON BAG.**
  - MAKE ARRANGEMENTS TO HAVE AN INTERNATIONAL PHONE CARD OR AN INTERNATIONAL SIM CARD FOR YOUR CELL PHONE.
  - HAVE FUNDS AVAILABLE IN US DOLLARS AS WELL AS YOUR HOST COUNTRY'S CURRENCY IN CASE OF ANY EMERGENCIES.
  - KEEP COPIES OF ALL OF YOUR IMPORTANT DOCUMENTS SUCH AS YOUR PASSPORT, VISA AND ROTARY GUARANTEE FORM.

# CHECK IN

- **PLAN ON ARRIVING FOR CHECK IN AT LEAST 3 HOURS PRIOR TO DEPARTURE.**
  - DELAYS TO THE AIRPORT OR LONG LINES AT THE TICKET COUNTER OR SECURITY MAY CAUSE YOU TO MISS YOUR FLIGHT OR CHECK IN TIME.
- **BE SURE TO VERIFY WITH THE AIRLINE AGENT AS TO WHERE YOU WILL COLLECT YOUR BAGS, SUCH AS YOUR FINAL DESTINATION OR THROUGH CUSTOMS AND IMMIGRATIONS AT THE FIRST POINT OF ENTRY INTO YOUR HOST COUNTRY.**
  - ALWAYS KEEP YOUR BAGGAGE TAGS AND RECEIPTS WITH YOU IN CASE OF THE POSSIBILITY OF THE LOSS OF BAGGAGE.
- **ONCE YOU HAVE CHECKED IN IMMEDIATELY PROCEED THROUGH SECURITY AND DIRECTLY TO YOUR DEPARTURE GATE.**

# GENERAL DO'S AND DON'TS

- **When changing planes, go directly to your next departure gate immediately upon deplaning. This way, you will not risk running to your next gate at the last minute.**
- **Do not listen to your music or language tapes too loudly. You may miss important announcements, boarding calls or individual pages if you do.**
- **Do not agree to watch anyone else's luggage or carry-on items, even for a brief moment. Do not ask anyone else to mind your bags, either.**

# CANCELLED OR DELAYED

- **FLIGHT CANCELLATIONS, DELAYS OR MISCONNECTIONS**
  - If you experience flight delays or cancellation, seek out a uniformed airline employee and ask for assistance.
  - Remain Calm and Polite
  - Politely ask to be rebooked on the next available flight schedule even if it is on another carrier.
  - Students will receive an emergency number to call while traveling
  - Upon receiving new flight schedule, contact families both host and natural with new flight schedule.

# STRANDED

- **If you have misconnected, your flight has been delayed or cancelled and have been rebooked but do not leave for several hours :**
  - **If your new schedule requires you to overnight, you may request a hotel voucher, however it is not always possible because of your age or reason for delay or cancellation.**
  - **Request a meal voucher or compensation or phone card depending on the reason for the misconnect, delay or cancellation.**
  - **If you have decided not to travel with an international phone or phone card, ask if it is possible to use their phone to call families.**
- **IF YOUR DELAY OCCURS OUTSIDE OF YOUR ORIGINATING AIRPORT, DO NOT LEAVE THE AIRPORT UNLESS YOU HAVE MADE SPECIFIC ARRANGMENTS WITH ROTARY OR YOUR FAMILY TO BE MET BY A ROTARIAN OR FAMILY MEMBER OR HAVE BEEN PROVIDED TRANSPORTATION BY THE AIRLINE TO AND FROM A HOTEL.**
- **IN SOME CASES IT IS BEST TO WAIT OUT YOUR DELAY AT THE AIRPORT RATHER THAN LEAVING TO ENSURE THAT YOU MAKE YOUR NEW FLIGHT SCHEDULE AS WELL AS FOR SAFETY REASONS AS THE AIRPORT WILL HAVE SECURITY AND AIRPORT POLICE 24/7.**
- **NEVER BE RUDE TO THE AIRLINE AGENTS AS THEY ARE MORE LIKELY TO BE SURE THAT YOU ARE HELPED AND ACCOMODATED IF YOU ARE POLITE AND RESPECTFUL.**

# CONTACT INFORMATION

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