



Pilgrimage to Assisi

Registration Form 2023



Register Early! Registrations are on a first-come, first-served basis.
Form to be completed by each participant and accompanied by deposit payment.
Note that a registration is not complete unless accompanied by a 20% deposit – see details next page.

Please print, sign, and mail to: Guild Pilgrimage to Assisi, c/o Br. Mark D'Alessio, P.O. Box 530, Port Jefferson NY 11776

Pilgrim Participant

Address

Email

Phone

Please check only ONE: Guild Member All Others

Your SIGNATURE is Required TWICE

I have read and fully understand the refund & cancellation policy on p. 4.

First Signature:

I have read and fully understand the commitment to the well-being policy below.

Second Signature:

Well-Being & COVID Policy: *By signing, you acknowledge that you've read all four pages of this registration form and affirm your understanding of the range of agreements contained here. The well-being of each pilgrim is of utmost importance to the Guild. Overall, Assisi and the surrounding area is very safe and the Guild has taken measures to ensure a sound and meaningful journey. However, the Guild cannot anticipate all eventualities. By signing, you acknowledge that the pilgrimage journey will include walks and vehicular travel in various types of weather and terrain. For example, Assisi, and the surrounding areas, are hilly; streets are not uniformly paved; sidewalks are not always present. All pilgrims must be fully vaccinated against COVID-19. If it is determined later that booster shots are needed for the safety of pilgrims, we might require booster shots. We will follow all future travel guidelines set by the relevant country. The Guild highly recommends that you purchase travel insurance as soon as you start booking your travel arrangements. You also acknowledge that you take full responsibility for your own well-being and decision-making throughout the pilgrimage.*



 THE GUILD FOR
SPIRITUAL GUIDANCE

Pilgrimage to Assisi

Room Selection & Credit Card

CHOOSE ONE PILGRIMAGE • SEE P. 3 FOR DESCRIPTION — PILGRIMAGE A B C

CHOOSE ONE PAYMENT METHOD Pay by CHECK Pay by CREDIT CARD

PAYMENT PLAN, ROOM TYPE & ROOMMATE - Choose ONE from EACH column

Payment Plan - Check ONE	Room Type & Roommate - Check ONE
<input type="radio"/> Single payment of full cost of trip	<input type="radio"/> Private room, with twin bed
<input type="radio"/> 20% Deposit + 3 Payments, outlined on p. 2	<input type="radio"/> Shared room, with 2 twins beds
Amount of Enclosed Check or Card Charge:	Name of Roommate:
<u>Credit Cards</u> : a 3% processing fee will be added to total	<u>Note</u> : If you do not name a roommate, one will be assigned

Your 20% deposit is due with the registration form. Registration Forms must be accompanied by a deposit in order for a pilgrimage space to be held. Deposit can be paid by check or credit card. The balance of the trip cost can be divided into three additional payments, should you prefer a payment plan. Alternatively, you can pay for the journey in a single payment. Please Note: Full payment must be received no later than Feb 14, 2023 unless special arrangement has been made with the trip planners. All amounts are in US Dollars.

For credit card purchases: I authorize the Guild for Spiritual Guidance to charge my credit card below for agreed upon purchases listed above. I understand that my credit card information will not be saved on file.

Signature

Date

YOUR NAME AS IT APPEARS ON YOUR CREDIT CARD

Credit Card#

CVS# (on back of card)

Exp Date

Billing Address (INCLUDE ZIP CODE)

Email

Phone

I agree to pay the 3% processing fee that the credit card company charges. This will be added to my overall amount.



Pilgrimage to Assisi

This page for your records . . .



Pilgrimage CHOICES - Choose One on p 2

- PILGRIMAGE A • Within the Medieval City of Assisi • One Week – May 14-20, 2023
- PILGRIMAGE B • Beyond the Medieval City of Assisi • One Week – May 21-27, 2023
- PILGRIMAGE C • Combo of A/B • Two Weeks – May 14-27, 2023

Pilgrimage RATES

- PILGRIMAGE A or B
 - Private Room ONE twin bed US \$2,200 . . . the 20% deposit is \$440
 - Shared Room * TWO twin beds US \$1,800 . . . the 20% deposit is \$360
- PILGRIMAGE C
 - Private Room ONE twin bed US \$4,000 . . . the 20% deposit is \$800
 - Shared Room * TWO twin beds US \$3,250 . . . the 20% deposit is \$650

* If sharing a room, please print on p. 2 the name of the other pilgrim with whom you'll share your room. If you do not select a roommate, one can be assigned.

Payment Plan & Schedule • Complete form on p. 2 • You can pay by check or credit card *

- You can make a single payment of full cost of trip, with a discount for paying in full (subtract \$100)
- You can pay the 20% deposit plus three payments, see chart below
- Other • Please email us (*Alternative payment plans must be approved by the Pilgrimage Team*)
- * 3% processing fee will be added to your credit credit card total amount.

Payment Plan	<u>Private</u> Room A/B	<u>Shared</u> Room A/B	<u>Private</u> Room C	<u>Shared</u> Room C
• Deposit 20%	440 US\$	360 US\$	800 US\$	650 US\$
• Due by 8/14/22	590 US\$	480 US\$	1.070 US\$	870 US\$
• Due by 11/14/22	590 US\$	480 US\$	1.070 US\$	870 US\$
• Due by 2/14/23	580 US\$	480 US\$	1.060 US\$	860 US\$
Total Cost	US \$2,200	US \$1,800	US \$ 4,000	US \$ 3,250

Your 20% deposit is due with the registration form. Registration Forms must be accompanied by a deposit in order for a pilgrimage space to be held. You can pay by check or credit card. Make checks payable to The Guild for Spiritual Guidance. The balance of the trip cost has been divided into three additional payments, should you prefer a payment plan. Alternatively, you may pay for the journey in one payment. Please Note: Full payment must be received no later than February 14, 2023 unless special arrangement has been made with the trip planners. All amounts are in US Dollars.

Rates are inclusive:	Not included in the rates:
<ul style="list-style-type: none"> • All breakfasts and dinners • Ground transportation for short trips outside Assisi's walls and gratuities for drivers • Lodging: <ul style="list-style-type: none"> • Pilgrimage <u>A</u>: 6 nights • Arrival Sun 5/14; departure Sat, May 20 • Pilgrimage <u>B</u>: 6 nights • Arrival Sun 5/21; departure Sat, May 27 • Pilgrimage <u>C</u>: 13 nights • Arrival Sun 5/14; departure Sat, May 27 	<ul style="list-style-type: none"> • Airfare to/from Italy Airport • Transport from Italy Airport to/from Assisi • Some meals, as noted (lunches are on your own) • Alcoholic beverages, personal snacks and sundries • Travel insurance



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Refund & Cancellation Policy:

- All deposits (minus a \$150 administration cost) are fully refundable up to Aug 14, 2022.
- Refunds for cancellation requests received on or after Aug 14, 2022 will be made only if the space is filled by someone on the wait-list, minus a \$150 administration fee.
- Cancellations received on or before Aug. 14, 2022 will be refunded 100% of amount received minus \$150 non-refundable deposit; cancellations received between Aug. 15, 2022 and Nov. 11, 2022 will be refunded 50% of amount received minus \$150 non-refundable deposit; no refunds will be made for cancellations received after Nov. 15, 2022 unless filled by someone on the Wait-List, minus a \$150 administration fee.
- The Guild reserves the right to cancel the pilgrimage for any reason, in which case you will receive a full refund of all monies paid.
- All refund requests must be submitted in writing by email to: guildpilgrimageassisi2023@gmail.com
- Your signature on the first page of the registration form is your acknowledgment and acceptance of this policy.

Wait-List Policy:

If your registration form arrives after all pilgrimage spaces have been filled, you will be notified by email and asked if you would like your deposit returned or if you would prefer to be placed on the "wait-list." Wait-listed deposits will be held until Feb. 14, 2023 and returned if no space becomes available. Those wait-listed and offered a cancellation room must be prepared to pay the balance of their pilgrimage rate within seven days of their notice by email. If unable to meet this schedule, your place in the wait-list queue could be forfeited. If, after accepting the place offered to you by email and you forfeit your place in the queue by non-payment, your deposit will be returned minus a \$150 administration fee.

Air Travel:

The Pilgrimage begins and ends in Assisi at our guesthouse - Casa Papa Giovanni, Via S. Paolo, 32, 06081 Assisi PG. All participants are responsible to be at the guesthouse by 4:00 pm local time on Sunday, May 14 (for Pilgrimage A and/or C), or, on Sunday, May 21 (for Pilgrimage B). Participants will be met by a Guild Pilgrimage facilitator.

Travel Insurance:

It is highly recommended that you purchase travel medical and cancellation insurance. There are many credit card companies and travel agencies that provide this kind of coverage. The following company is one example and offers travel coverage that provides for delays, missed flights, trip cancellation and emergency medical evacuation. Appropriate plans begin at US \$145.00 • Trip Assure 1-800-423-3632 • www.tripassure.com

Passport:

A valid passport for the duration of your time in Italy is required. To come to Italy as a general visitor, you must be able to show that you are 18 or older; that you intend to visit Italy for no more than six months; that you intend to leave Italy at the end of your visit; and, you have enough money to support and accommodate yourself on your trip. Do not pack your passport or travel documents in your checked luggage, as you will need them at the airport and upon boarding the plane. Keep them, as well as prescription medication, and any valuables, in your carry-on bag and keep your carry-on with you at all times while traveling.

Your Emergency Contacts, Medical Information, Dietary Needs, & Other Identifying Information

Once you're registered, the Guild will email you with a form with which to share your emergency contacts and other helpful information (i.e., medical, dietary/medically necessary, and identification, among other needs).

Any Questions?

The Guild's Pilgrimage Team is available to answer your questions before registering or any time thereafter. You can reach the team by email at: guildpilgrimageassisi2023@gmail.com

We look forward to being on Pilgrimage with you!