

To: CE Band Parents/Guardians, Students  
From: Mr. Williams  
**RE: New York Trip Installments**

Dear Parents/Guardians and Students,

Please return each installment form with your payment by the date listed. It is important that we get our payments on time so we can pay our bills on time.

**Remember, if you are not using individual account fundraising to cover the trip expense, please add a 10% surcharge in lieu of the fundraising (per CE Band Booster Bylaws). This is broken down below in the installment options. Please take note: the 10% surcharge DOES NOT apply to chaperones.**

If you have any questions or concerns, please feel free to contact me.

Thank You!

Mr. Williams

---

**New York Payment 1 Options**  
***Installment 1 due December 10<sup>th</sup>***

\_\_\_\_\_ Please take the \$152.50 installment out of my account.  
***(Student Account Installment Payments Only)***

or

\_\_\_\_\_ I am enclosing the payment of \$167.75 ***(installment payments with 10% surcharge, for students not using Fundraising to pay installment).***

\_\_\_\_\_ I am enclosing chaperone payment.

\_\_\_\_\_ Student Name

\_\_\_\_\_ Parent/Guardian Signature

---

---

**New York Payment 2 Options**  
***Installment 2 due January 10<sup>th</sup>***

\_\_\_\_\_ Please take the \$152.50 installment out of my account.  
***(Student Account Installment Payments Only)***

or

\_\_\_\_\_ I am enclosing the payment of \$167.75 ***(installment payments with 10% surcharge, for students not using Fundraising to pay installment).***

\_\_\_\_\_ I am enclosing chaperone payment.

\_\_\_\_\_ Student Name

\_\_\_\_\_ Parent/Guardian Signature

---

**New York Payment 3 Options**  
***Installment 3 due February 10<sup>th</sup>***

\_\_\_\_\_ Please take the \$152.50 installment out of my account.  
***(Student Account Installment Payments Only)***

or

\_\_\_\_\_ I am enclosing the payment of \$167.75 ***(installment payments with 10% surcharge, for students not using Fundraising to pay installment).***

\_\_\_\_\_ I am enclosing chaperone payment.

\_\_\_\_\_ Student Name

\_\_\_\_\_ Parent/Guardian Signature

---

---

**New York Payment 4 Options**  
***Installment 4 due March 6<sup>th</sup>***

\_\_\_\_\_ Please take the \$152.50 installment out of my account.  
***(Student Account Installment Payments Only)***

or

\_\_\_\_\_ I am enclosing the payment of \$167.75 ***(installment payments with 10% surcharge, for students not using Fundraising to pay installment)***.

\_\_\_\_\_ I am enclosing chaperone payment.

\_\_\_\_\_ Student Name

\_\_\_\_\_ Parent/Guardian Signature

---