

## **TOUR INFORMATION**

### **TOUR INFORMATION**

Included in the packet provided upon check-in for each tour are a tour itinerary, list of participants, list of speakers with their contact information, tour map, evaluation and materials.

An itinerary will also be emailed to participants approximately two weeks before the tour.

### **SCHEDULE**

**We cannot make pick-ups, drop offs, or other stops not on the itinerary.**

Although we do our best to provide an accurate itinerary, routes and speakers may change with short notice. We adhere very closely to the schedule. Please be on time for departures, meals and loading onto the bus. While we fully expect to arrive at stops on time, we cannot guarantee arrival time. We recommend you do not book flights or other transportation times too closely to departure or arrival of the tour bus.

### **CELL PHONES**

We ask you not to use your cell phones on the bus as they distract from participants being able to hear speakers. Please turn ringers off or to vibrate.

### **RESTROOMS**

There is a restroom on the tour bus. Not all tour stops have restrooms; we will announce when there are restrooms. Please try to use the facilities at stops rather than on the bus when possible.

### **DRESS**

Dress comfortably and in layers with comfortable shoes. Weather may be unpredictable. We recommend you bring sunscreen and a hat if needed.

### **HOTEL CHECK-IN & CHECK-OUT**

All lodging, transport and meal arrangements while on the tour will be arranged by the Foundation. Please read the itinerary if you need information about where we are staying or dining. Attendees are responsible for getting to the tour departure site and home from the tour end location.

Hotel room keys will be distributed by the staff in the hotel lobby. Listen for your name to be called. If you wish to make charges to your room (phone calls, room service, etc.) you must check in with the front desk and provide a credit card. We ask that you check out of your room and load luggage on the bus before breakfast. Turn in your key to the hotel front desk—do not give keys to Foundation staff.

### **MEALS**

Meals are provided as part of your tour package, although you may skip any meals you wish. Snacks, cold water and beer are available on the bus. We can accommodate some dietary restrictions but venue food choices may be limited. Please contact staff before the tour with dietary concerns.

### **PHYSICAL LIMITATIONS**

This tour does involve walking into some sites. Please let staff know before the tour if you have any physical limitations.

**QUESTIONS?**

Please contact us with any questions and we will get back to you as soon as possible. While tour itineraries are not finalized and sent to attendees until approximately two weeks before the tour, we often have detailed information before that time and can assist you with questions. Please contact staff at (916) 444-6240 or to reach Tour Director Renee Cashmere directly, call (916) 444-6240 x206 or email [rcashmere@watereducation.org](mailto:rcashmere@watereducation.org).