



## The English-Speaking Union National Shakespeare Competition

### 2016 SPECIAL TRAVEL ARRANGEMENTS FORM (Child Traveling Alone) (DUE NO LATER THAN MARCH 21, 2016)

I, \_\_\_\_\_,  
understand that, after consulting with the English-Speaking Union of the United States, I am responsible for making the travel arrangements to and from the 2016 English-Speaking Union National Shakespeare Competition for my child, \_\_\_\_\_.  
I also understand that in order to be reimbursed, I must have the ticket fare approved by the ESU National Headquarters before purchase. I agree for my child to travel alone to/from New York City, and I understand that, for my child to be picked up at the airport or train station by an ESU representative, the following travel conditions *must* be met:

**Traveling by Plane** (Sunday, May 1, 2016 and Tuesday, May 3, 2016)

My child can *only* be picked up/dropped off at LaGuardia Airport.

**Arrival time in New York City on Sunday, May 1<sup>st</sup>: 8:00 AM to 12:15 PM EDT.**

**Departure time in New York City on Tuesday, May 3<sup>rd</sup>: 11:00 AM EDT or later.**

*or*

**Traveling by Train or Bus** (Sunday, May 1, 2016 and Tuesday, May 3, 2016)

Train: My child can *only* be picked up/dropped off at Pennsylvania or Grand Central Stations.

Bus: My child can *only* be picked up/dropped off at the Port Authority Bus Station.

**Arrival time in New York City on Sunday, May 1<sup>st</sup>: 10:00 AM to 12:45 PM EDT.**

**Departure time in New York City on Tuesday, May 3<sup>rd</sup>: 9:30 AM EDT or later.**

**I understand that if these travel conditions are not met, my child cannot be guaranteed pick up/drop off in New York City by an ESU representative.** If I do not adhere to these travel conditions, I also understand that the ESU will not pay any fees to change my child's travel plans to ensure pick-up.

\_\_\_\_\_  
*Signature of Parent/Guardian*

\_\_\_\_\_  
*Print Name*

\_\_\_\_\_  
*Date*

*Please choose one of the following options:*

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Donate my child's travel cost to The English-Speaking Union of the United States to support ESU education programs, including the ESU National Shakespeare Competition. Thank you!

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Provide a reimbursement for my child's travel expenses.  
**For reimbursement, please complete the *Travel Reimbursement Form*.**