

360° Travel Protection for Student Groups: Procedures

The 360° Travel Protection for Student Groups Program works as follows:

1. A student group must consist of 10 or more travelers.
2. Students must be under the age of 25 at time of purchase. Adult chaperones may be covered, but are limited to 1 for every 5 students.
3. The program covers trips up to **60 days**.
4. The plan must be presented or included for all students in a group, by way of automatic invoicing or a negative option method, at the **time of initial deposit**.
5. Students will have **14 days** from their deposit date to purchase coverage for the **full cost** of their trip and receive the waiver for Pre-existing Conditions (provided the traveler is not disabled from travel at time of purchase). If travel protection is included in the full cost of the trip for all travelers, then the waiver for Pre-existing Conditions is automatically included.
6. Your group coordinator will receive group confirmations once Quest Travel Group receives the completed Roster/Manifest and payment.
7. All rates are non-refundable.
8. All advertising and flier information related to the description of Benefits/Coverage of the 360° Travel Protection for Student Groups product must be pre-approved by Travelex Insurance Services or the insurer's authorized Representative.
9. This product is marketed by Quest Travel Group
 This product is designed by Travelex Insurance Services, Inc.
 This plan is underwritten by: Stonebridge Casualty Insurance Company, Columbus, OH.
 Travelex 360 ° Claims Administered by: Trip Mate**, P.O. Box 481127, Kansas City, MO 64148-1127
 **(In CA, dba Trip Mate Insurance Agency).

YOUR STUDENT GROUP MATERIALS:

1. Student Group Roster/Manifest

- ◆ You are responsible for completing each column of the Roster/Manifest to include the following for the persons purchasing coverage: the dates of travel, the insured trip cost (when applicable), the date of each person's initial trip deposit, and submit it with a check for the amount. You are also responsible for completing the following fields: location number (724C), plan number (10-0158),
- ◆ **Final Roster/Manifest is due 30 days prior to the trip departure. Note:** You may also submit rosters on a monthly basis to Quest Travel Group as you sign up students.
- ◆ Additions/Substitutions to rosters already submitted will be accepted if received by Quest Travel Group 15 days prior to departure.

2. Travel Insurance Certificate

- ◆ **The Travel Insurance Certificate includes the Plan Number (724C) and Location Number (10-0158) you will use on the Roster/Manifest.**
- ◆ **You are responsible for distributing a printed copy of the Travel Insurance Certificate to your covered group passengers at, or prior to, purchase of the plan.**

3. Benefit/Rate Overview- see next pages

PLEASE REMEMBER:

- Double-check your Roster/Manifest to ensure that you have filled them out completely, and that the amount remitted column matches the amount of your check.
- **E-mail or FAX the Roster/Manifest to Quest Travel Group, then mail check (made payable to Quest Travel Group) and a copy of the Roster/Manifest to:**

**The Quest Travel Group, P.O. Box 456, Roswell, GA 30077
 FAX (770) 518-5816**

I have read and understand the above information (Please sign): _____

Travelex Location Number: 10-0158

360° Travel Protection for Student Groups: Benefits

360° Comprehensive Plan Benefits	
Type of Coverage	Benefits
Medical Expense/ Emergency Assistance:	
Accident/ Sickness	\$25,000
Emergency Dental	Included
Emergency Evacuation / Repatriation	\$50,000
Travel Assistance	Included
Travel Delay (Up to \$150 per day)	\$750
Baggage	\$1,000
Baggage Delay	\$200
Optional Benefits:	
Trip Cancellation	Up to Trip Cost (Max \$7,500)
Delayed Arrival	Included
Occupancy Upgrade	Included
Trip Interruption	150% of Trip Cost

- ◆ THIS IS A BRIEF DESCRIPTION OF THE PLAN. FOR FURTHER INFORMATION REFERENCE THE TRAVEL INSURANCE CERTIFICATE WHICH HAS BEEN PROVIDED TO YOU FROM QUEST TRAVEL GROUP. THIS TRAVEL INSURANCE CERTIFICATE FULLY DETAILS THE COVERAGES, PROVISIONS, LIMITATIONS AND EXCLUSIONS OF THE INSURANCE OFFERED.
- ◆ **Note: You are responsible for distributing a printed copy of the Travel Insurance Certificate to your covered group passengers at, or prior to, purchase of the plan.**

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360° Travel Protection for Student Groups: Rates

360° Comprehensive Plan Rates		
Comprehensive Base Plan including Trip Cancellation / Trip Interruption		
Trip Cost	0-30 Days	31-60 Days
\$2,001 - \$2,500	\$75	\$ 75 + # of weeks x \$5 per week
\$2,501 - \$3,000	\$85	\$ 85 + # of weeks x \$5 per week
\$3,001 - \$3,500	\$95	\$ 95 + # of weeks x \$5 per week
\$3,501 - \$4,000	\$105	\$ 105 + # of weeks x \$5 per week
\$4,001 - \$4,500	\$115	\$ 115 + # of weeks x \$5 per week
\$4,501 - \$5,000	\$125	\$125 + # of weeks x \$5 per week
\$5,001 - \$5,500	\$135	\$135 + # of weeks x \$5 per week
\$5,501 - \$6,000	\$145	\$145 + # of weeks x \$5 per week
\$6,001 - \$6,500	\$155	\$155 + # of weeks x \$5 per week
\$6,501 - \$7,000	\$165	\$165 + # of weeks x \$5 per week
\$7,001 - \$7,500	\$175	\$175 + # of weeks x \$5 per week

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6. Your group coordinator will receive group confirmations once Quest Travel Group receives the completed Roster/Manifest and payment.
7. All rates and coverage are non-refundable.
8. All advertising and flier information related to the description of Benefits/Coverage of the 360° Travel Protection for Student Groups product must be pre-approved by Travelex Insurance Services or the insurer's authorized Representative.
9. You are responsible for distributing the Travel Insurance Certificate to **all** covered group passengers at, or prior to, purchase of the plan.
10. Rosters and payments must be received by Quest Travel Group at least **30 days** prior to departure.

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