

PLEASE NOTE: AIRLINE TICKETS ARE INCLUDED IN THIS PACKET. THEY ARE E TICKETS AND ONLY A RECEIPT.
A VALID PASSPORT IS REQUIRED.

S & B Tours presents:
Madrid and Barcelona
October 1-9, 2017
DEPARTURE INFORMATION SHEET



Sunday, October 1, 2017

Please call your airline on the day of departure to reconfirm your flight times. Iberia: 800-772-4642

Please have your bags tagged with the enclosed **ORANGE luggage tags** prior to arrival at the airport. Put one Durgan Travel Service tag on your carry-on bag and the other on your checked bag.

YOUR JFK ROUND TRIP TRANSFERS ARE PROVIDED BY AL LIMO COACH-570-394 3352

Picking up at St. Barbara's Catholic Church 28 Memorial St. Exeter, PA (in the lot at the rear of the church) at 2:00 pm Once everyone has boarded, you will be transferred to JFK Airport.

PLEASE NOTE: Gratuities are not included. We suggest \$1.00-\$2.00 per person

Keep your passports handy, as you will need them for check in at the New York JFK International Airport.

Please arrive at JFK International Airport at The Iberia Ticket Counter, Terminal 7, THREE HOURS PRIOR to the flight's departure. Please check in with your passport and e-ticket. (any non-U.S. citizen will need further identification).

PLEASE NOTE: YOUR ELECTRONIC TICKET IS ONLY A RECEIPT. WHEN YOU CHECK IN WITH THE AIRLINE, JUST SAY YOUR NAME AND SHOW YOUR PASSPORT.

If you are a Frequent Flyer with Iberia bring your Frequent Flyer card or number to give to the Iberia agent at check in. Failure to have your card or number at check in can result in forfeiture of any credit you may have earned. Keep all your tickets documents until your mileage is credited. If you wish to join a frequent flyer program see the backside of this sheet for information.

You will be required to take your carry-on through the security check before proceeding to your gate of departure to await your flight's departure.

You are welcome to visit the Duty Free Shop while you await your flight's departure. To purchase goods, simply show your airline receipt, pay at the shop, and the purchase will be delivered to you on the plane. If you have not had an opportunity to get local currency, there are currency exchange kiosks in Terminal 7.

FLIGHT INFORMATION

Iberia Air flight	6252	JFK to Madrid	departing at	9:00 PM
			arriving at	10:15 AM (Oct 2)

Meal and beverage service will be offered on the flight. The flight time to **Madrid** is **7 hours and 15 minutes**. Upon arrival at the **Madrid Airport**, you will claim your baggage and proceed through Customs. Once outside the Customs area, look for the Durgan Travel Service representative. He/she will lead the way to the motorcoach that will take you to your hotel. You will be advised of check-in procedures. **Remember to set your watch ahead to the local time.**

PLEASE REFER TO YOUR ENCLOSED ITINERARY FOR YOUR DAILY ACTIVITIES.
PLEASE REFER TO THE ENCLOSED HOTEL SHEET FOR YOUR HOTEL INFORMATION.

Monday, October 9, 2017:

The motorcoach will depart for the **Barcelona Airport** today. (Your Durgan Travel Representative will advise you of the exact pick-up time Sunday night). ***Be sure to keep your passport on you, as you will need it for check in at the airport.*** Upon arrival at the airport, take your luggage to the airline ticket counter. You will check your baggage onto the flight and await your departure.

FLIGHT INFORMATION

American Airlines Flight	67	Barcelona to JFK	departing at	10:00 AM
			arriving at	12:35 PM

(PLEASE NOTE: WE DEPART ON AMERICAN WHICH IS A PARTNER WITH IBERIA)

The flight time from Barcelona to JFK is **8 hours and 35 minutes**. Upon arrival at **New York's JFK Terminal 8**, you will proceed through the Passport Control to the **Baggage Claim area**. Once you have located your bags, look for the pushcarts that are available to get your luggage out to the curb. You will pass through Customs and head outside for your transportation home. **If family and friends wish to check on the flight, they can call American at 1-800-443-7300. Don't forget to set your watch back to the local time.**

When everyone has their luggage, the designated group leader will call the driver and they can co-ordinate the pick-up details. Durgan Travel Service will advise the driver and call a week before the departure. The expected time back to Exeter is around 4:30-5:00 pm. These times are approximate and will depend on traffic and weather.

GENERAL INFORMATION FOR TOUR PARTICIPANTS

PLEASE NOTE: Countries are now requiring your passport to be valid 6 MONTHS PAST YOUR RETURN DATE. (This was changed very recently). Please check your passport now.

Please note: We strongly suggest that you make 2 copies of your passport page with your photo and the passport number. Leave one copy at home and have the other one with you while travelling, keeping it in a different place than your actual passport.

FLIGHT INFORMATION: All flight names and numbers are indicated on your itinerary. It is a good idea to leave a copy of your itinerary with a family member or friend. Please note that it is necessary to arrive at the airport no less than **THREE HOURS prior** to departure to allow sufficient time for check in. Call Iberia Air with questions about your flight at 1 800-772-4642.

CHECK-IN: Although we send your seating requests to the airlines, we cannot guarantee them, as you are traveling on a group ticket. By arriving early at the airport, you can reconfirm your requests at the check-in desk, and, if necessary and if possible, make changes.

NAME BADGE: We have enclosed 1 Durgan Travel Service name badge per person. Print your name in large block letters with a ballpoint or felt-tip pen (be sure to let the ink dry). Please wear your name badge to the airport and at least the first full day of touring and social functions. The name badge can be worn as a pin or pocket clip.

BAGGAGE ALLOWANCE: You will find 2 **ORANGE** baggage tags per person enclosed in your documents. Be sure to carefully attach these to your luggage prior to your departure for the airport. Print your name and address on each tag. Print your FINAL outbound destination on the destination line. **MADRID** You are allowed one checked bag (not to exceed 62" overall – length & width & depth or weigh more than 50 lbs.) and one carry-on bag (not to exceed 43" overall or weigh more than 11 lbs.). Please adhere to the baggage allowance, as the motorcoach cannot accommodate any more luggage. Be sure to attach a permanent nametag to your bags as well, in case of loss.

PRECAUTIONS: Due to heightened security precautions, it is advisable that you pack any of the following classes of items in your checked bag, rather than your carry-on. This will speed your time at the security checkpoint. Items to avoid in your carry-on luggage: scissors, razor blades, aerosol cans, nail clippers, cutlery, knives, syringes (unless you have a doctor's note that you need it on the plane), knitting needles, corkscrews, and any sports equipment that could be used as a weapon (i.e. – golf clubs, baseball bat, pool cue, etc.). If in doubt, pack in the items in question in your checked piece of luggage.

All medications should be kept in the original containers in your carry-on bag. Do NOT check medication.

Please follow the 3-1-1 rule for Carry-Ons:

Use 3 ounce or smaller containers of liquid or gel

Place those containers in a 1 quart sized clear plastic zip-top bag

1 bag per passenger

NOTE: All of your baggage will be screened and possibly hand-searched. Here are some helpful tips:

Keep all checked bags unlocked to permit security personnel to open bags, if needed. Use cable or zip ties as an alternative to baggage locks. Put footwear on top of other contents within your baggage and personal belongings in clear plastic bags. Store all valuable items in your carry-on bag. Undeveloped film should also be stored in carry-on luggage to prevent possible damage during screening. Refer to www.TSATravelTips.us prior to leaving home for a list of prohibitive items in checked and carry-on baggage.

FREQUENT FLYER PROGRAMS: If you are interested in receiving information about the individual program please call Iberia Air as airlines do not always give miles points on group tickets. **Keep all ticketing documents until your miles are credited.**

INSURANCE: Durgan Travel Service cannot assume responsibility for damaged baggage or loss of luggage. Please note that you are traveling on a group ticket. If for any reason you were unable to return with the group, you would be responsible for paying extra airfare applicable at the time of travel, as well as any transfers involved. If you cancel your trip, either before departure or once the tour has commenced, the unused portions of the tour will be refunded only if you purchased travel insurance prior to departure AND only if the cancellation meets the provisions of your travel protection contract. To be covered, you must have completed and mailed in an application before the tour.

TELEPHONE: As an added service, we have included the access codes to help place your calling card calls from abroad to the United States. Dial the access code listed below for your service provider. Once connected, follow the instructions you will be given. Remember that you do not need to dial the 1 before the area code, once you have reached your provider. For AT&T dial:172 1011/ For MCI dial:172 1022/For US Sprint dial:172 1877

VALUE ADDED TAX: VAT is value-added tax. Many countries have this tax. It is sometimes referred to as Goods and Services Tax (GST). If you are a visitor to a country that has VAT, you may be entitled to get your VAT amount back for a purchase when you leave the country. You should take care of this at the airport where you check in for your flight home. Also, you need to have the items you purchased with you. Be sure to ask the airline check in agent where the Value Added Tax desk is located.

THANK YOU FOR CHOOSING DURGAN TRAVEL SERVICE.