COMPLIANCE FORM FOR SELLERS OF EDUCATIONAL TRAVEL

Information required by SB 142 is to be completed by travel organizations which offer educational travel programs to California students.

REQUIRED SECTIONS REFER TO THE BUSINESS AND PROFESSIONAL CODE

SCHOOL: ______________________________________________________

DESTINATION: __________________________________________  DATES: _____________________

1. Is the proposed student trip educational in nature? Yes/No _____________________________

2. Company Name: ________________________________________________________________
    Address:  ______________________________________________________________________
    Phone Number:   ________________________________________________________________
    24-Hour Emergency Phone Number: ________________________________________________

3. List Services (fill in or attach detailed application form): 17554(b)
    Total Cost per student for services listed below: $ ________________________________
    Transportation:
        Lodging:
        Meals (which meals are offered):
        Educational leader (Yes/No ) Hours per day:____________________________________
        Travel organization's office nearest tour site:

4. Insurance Resume:
    17554(b)1

<table>
<thead>
<tr>
<th>Type</th>
<th>Coverage</th>
<th>$ Per Incident</th>
<th>$ Total</th>
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<tbody>
<tr>
<td>Insurer</td>
<td>Policy No.</td>
<td>Verify Name/Phone</td>
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4. Insurance (continued)

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<th>Coverage</th>
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<tr>
<td>$ Per Incident</td>
<td>$ Total</td>
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<tr>
<th>Consumer Protection Deposit Plan</th>
<th>Insurer</th>
<th>Policy No.</th>
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<tr>
<td>Optional extra cost insurance:</td>
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<tr>
<td>Optional insurance cost per student $:</td>
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5. Describe any additional or optional trip costs:
   Compliance 17554(b)2

6. Tour leader qualifications and training:
   Compliance 17554(b)3

7. Describe educational components of travel program including projected outcomes:
   (Measurable objectives, hands-on activities, skill development) 17554(c)
   Attach copy of relevant educational materials (program specific curriculum, correlation with state framework, classroom supplements)

8. How many times has the travel organization conducted this (or substantially similar) educational program? 17554(d)

<table>
<thead>
<tr>
<th>Trip Name</th>
<th>Annual No. of Groups</th>
<th>Annual No. of Students</th>
<th>Annual No. of Travel Days</th>
<th>Number of Years Offered</th>
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9. Length of time organization has conducted educational travel programs: 17554(e)

10. Name(s) of owner(s) and principals of student travel organization:
    Compliance

    | Name | Position |
    |------|----------|
    |      |          |
    |      |          |
    |      |          |

11. Has any owner or principal of the organization had entered against him or her any judgment, including stipulated judgment, order, lien, has entered a plea of nolo contendere, or been convicted of any criminal violation, in connection with the sale of any travel services from a period of 10 years predating the contract. 17554(g)
For purposes of this section "owner" means a person or organization who owns or controls 10 percent or more of the quality of, or otherwise has claim to 10 percent or more of the net income of the educational travel organization; and "principal" means an owner, an officer of a corporation, a general partner of a partnership, or a sole proprietor of a proprietorship. 17554(g)

Name of defendant:

Court or administrative agency rendering judgment order:

Docket Number: ____________________ Date of judgment order ________________
Nature of judgment, order, or plea:

(Note: Eleven (11) required for compliance with California Law)

**OPTIONAL INFORMATION**

12. How many full time employees does the organization have? ______________________________

13. How many office locations does the organization have? ________________________________
Where are the locations?__________________________________________________________
______________________________________________________________________________

14. Does the organization provide classroom support materials?____________________________
Describe:______________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________

15. Does the organization provide a format for post trip evaluation?:___________________________
______________________________________________________________________________

16. Describe the accommodations and modifications that can be provided by the travel organization during the trip for students with disabilities. Please include any additional cost associated with the accommodations or modifications.
______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________

17. Are any of the principals of the organization credential and/or experienced teachers? Explain.
______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________

18. Financial stability:
A. List bank(s), references, including person’s name and phone number:
______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________

B. Dunn and Bradstreet file number:________________________________________________

C. Has the organization or any principal filed corporate or personal bankruptcy during the preceding 10 year? If yes, please explain on a separate sheet. Yes/No __________
19. List of 10 references (with phone numbers) of educators who have experienced the organization’s services.

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

20. Travel associations to which organization currently belongs:

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

21. Educational associations to which organization currently belongs:

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

22. Does travel organization currently hold an appointment from ARC? Yes/No ______________
ARC/IATAN No. _________________________
If no, which agency will provide travel agency? Agency name: ___________________________
Owner: _______________________________ ARC/IATAN No. __________________________
Phone No. ____________________________

23. Has the travel organization complied with the consumer protection requirements of California’s Seller of Travel law? Yes/No ____________

24. **FULL DISCLOSURE: 17555** In addition to other requirements and prohibitions of this article, it is a violation of this article for an educational travel organization to place or use any misleading or untruthful advertising or statements or make a substantial misrepresentation in conducting an educational travel program.

25. **PENALTIES: 17556.5** Except as otherwise provided, a person who violates a provision of this article is guilty of a misdemeanor, which offense is punishable by a fine not exceeding one thousand dollars ($1,000), or by imprisonment in a county jail for not more than one year, or by both fine and imprisonment. In addition, upon a conviction of a violation of this article, the court may issue an injunction and prohibit the convicted person from acting as an educational travel organization in this state, in which case the court shall inform the Attorney General of that action.

**Reference: California Business And Professions Code Chapter 1**

**VERIFICATION**

A duly authorized officer of the owning corporation, partnership, or trust must sign and date this verification, and fill in the city and state where signed.

I declare that all of the information provided herein, including attachments to this application to provide travel services, is true and correct.

Signature: ___________________________ Date: ___________________________
Position: ___________________________ Signed at: ___________________________
City and State