



STEP ONE OF JAPAN TOUR PLANNING

<input type="checkbox"/>	Obtain administration approval
<input type="checkbox"/>	Send home letter of interest to parents
<input type="checkbox"/>	Contact Saizen Tours to discuss tour requirements
<input type="checkbox"/>	Receive tour proposal from Saizen Tours
<input type="checkbox"/>	Arrange a school information evening with students and parents
<input type="checkbox"/>	Obtain School / Board of Education pre-approval if required

CONGRATULATIONS!
You have completed Step 1 of your trip planning. A+