



Learning in Retirement Tour Proposal Form



Complete entire form and return to Curriculum Chair or Learning in Retirement/
Lincoln Hall, University of Wisconsin Oshkosh, 800 Algoma Blvd., Oshkosh, WI 54901

Tour title: _____

Tour Date: _____ Day of Week: _____ Min. Enrollment: _____ Max. Enrollment: _____

Home Phone: _____

Coordinator: _____ Cell Phone: _____

Home Phone: _____

Co-Coordinator: _____ Cell Phone: _____

Tour description: Please note start time of presentations and/or performances.

Tour Itinerary: Indicate all locations of stops to include address, name of contact person, phone number and email address (if available).

Type of Transportation:	Coach Tour	Self Transport Tour	
Coach / Bus Arrival time:	am pm	Depart time:	am pm
		Return time:	am pm

Would you like your tour fee compensated?: Yes _____ No _____

Tour Fees: List all fees to be included in cost. If additional fees apply, please list them in the "Other" space below. *Note: transportation and administrative fees will be added by office to calculate final cost for the tour.*

Meal: \$ _____ Ticket: \$ _____ Adm. Fee: \$ _____ Other: \$ _____

Please indicate any special arrangements that need to be communicated in Final Arrangement letter:

____ Bring Own Meal ____ Outdoor Activity ____ Special Dress ____ Extensive Walking/Standing

Other: _____