



RAF Regiment – USAF Security Forces Exchange Program 50th Anniversary Reunion



ENGLAND – JUNE 6 ~ 11, 2016

US Version 2.5

Introduction & Outline

The 50th Anniversary of the founding of the RAF Regiment and USAF Security Police/Security Forces Exchange Program will occur in 2016 and will be celebrated in England over the week of June 6th – 11th inclusive. The Reunion will commence in London on June 6th and then move to the home of the RAF Regiment at RAF Honington, in Suffolk, to conduct a few days viewing the modern Corps and visit the National Memorial Arboretum at Alrewas in Staffordshire. The party will then return to London for what is planned to be a memorable finale, involving a formal Reception in the House of Lords within the historic Palace of Westminster, the annual Queen's Birthday Parade (which will in 2016 celebrate Her Majesty's 90th birthday) and Trooping the Colour Ceremony, culminating in a lunchtime Reception at the RAF Club in Piccadilly on the June 11th. The Reunion event is open to all who participated in the Exchange Program since its inception in 1966, and is supported by an Event Management Company, Isle of Wight Tours Ltd (IOWT), to whom all bookings must be made.

Program

DATE	EVENT	OVERNIGHT ACCOMODATION	NOTES
Sun 5 June	Arrival Day as appropriate.	Holiday Inn, Regents Park	
Mon 6 June	- London Bus Tour (optional/included) - Ceremony of the Keys* Tower of London.	Holiday Inn, Regents Park	- Hop-on/hop-off - all day. - This event to be confirmed.
Tue 7 June	- Travel to RAF Honington - Welcome, Briefings and Unit Visits - Tour RAF Regiment Heritage Centre	Menzies Cambridge	
Wed 8 June	- RAF Honington – Unit Visits - Evening Reception and BBQ	Menzies Cambridge	
Thu 9 June	Visit National Memorial Arboretum (NMA)	Menzies Cambridge	NMA at Alrewas, Staffordshire
Fri 10 June	- Travel to London - Free Afternoon - Formal Reception at the House of Lords	Holiday Inn, Regents Park	
Sat 11 June	- Queen's Birthday Parade & Trooping the Colour Ceremony (Public viewing). - Farewell Lunchtime Reception in RAF Club.	Holiday Inn, Regents Park	- Reserved seats may be available at extra cost (TBC).
Sun 12 June	Departure Day as appropriate.		

8- DAY PACKAGE : £680 PER PERSON

[Single supplement of £40 per person, per night]

The Reunion Package includes:

- ❖ 7-nights en-suite accommodation in 4-star hotels.
- ❖ Executive Bus transfers to all venues.
- ❖ Hop-On/Hop-Off London Bus Tour.
- ❖ 2-day visit to the Home of the RAF Regiment at RAF Honington.
- ❖ Tour of the RAF Regiment Heritage Centre.
- ❖ Visit to the National Memorial Arboretum.
- ❖ Tour of the Palace of Westminster and Formal Reception in the House of Lords.
- ❖ Queen's Birthday Parade and Trooping the Colour Ceremony.
- ❖ Services of a Tour Representative throughout.

The Package does not include:

- Airport shuttle costs.
- The cost of meals or incidental expenses during the day (hotel-provided meals as shown below).
- *Ceremony of the Keys* event (if confirmed).
- Reserved seating at the *Queen's Birthday Parade and Trooping the Colour Ceremony*. While free public viewing will be available to all, the highly desirable reserved seating cannot yet be confirmed and would be at extra cost if provided (in the region of £30 pp based on 2015 prices).
- The Farewell lunchtime *Reception* at the RAF Club (cost in the region of £25 pp).
- Additional nights accommodation.

Accommodation

- **London:** The London-based accommodation (including breakfast) will be at the 4-star Holiday Inn, Regents Park, which is in a leafy and cosmopolitan area of Central London. The hotel and its facilities may be viewed at www.hilondonregentsparkhotel.co.uk. Additional nights accommodation either side of the main programme dates may be arranged directly with IOWT.

Note: Shuttle transfers from and to London Heathrow and London Gatwick may be arranged through IOWT at an approximate cost of £50 and £60 respectively, for two travelers.

- **Honington:** The Honington-based accommodation (including half-board, ie dinner and breakfast) will be at the 4-star Menzies Cambridge, which is situated in a glorious 200-acre parkland, some 5 miles from Cambridge city centre. The hotel and its facilities may be viewed at www.menzieshotels.co.uk/hotels/south-central/cambridge.

Dress Requirements

Dress requirements will be 'smart-casual' for the majority of the programme, although the wearing of jeans would be inappropriate for the military-based serials. However, for the formal events in London, a suit or 'jacket and tie' will be the required dress code, with the ladies in complementary attire. The weather in England at that time of year can be 'changeable' and suitable outdoor clothing should be brought. Further details will be issued to all participants nearer the time of the event.

Booking

All bookings for the Reunion must be made with IOWT. Applications to participate in the Reunion Week must be submitted no later than November 15, 2015 to enable appropriate planning to be undertaken. A non-refundable deposit of Sterling £50 (which will be converted to the US\$ equivalent) must be made at the time of booking with the final payment made on or by April 1, 2016. Travelers will be invoiced by IOWT at the time. See the Terms and Conditions on the last page. IOWT would be very happy to take or discuss bookings over the telephone if desired.

Reunion Pack

A Reunion Pack containing up-to-date details and advice will be issued to all attendees nearer the event.

Program and In-Country Points-of-Contact:

Your in-country Email points of contact (POC) for the Reunion are:

- USA Participants: Colonel (Retd) Jay Swander – jswander@comcast.net
- UK Participants: Squadron Leader (Retd) Richard Avens - richardavens@talk21.com
- Event Coordinator: Wing Commander (Retd) Martin Hooker – Hon-HQRAFRegtSec@mod.uk

Note: IOW Tours should be contacted direct on all matters concerning travel and accommodation. Enquiries about the program events should be directed to your in-country POC in the first instance.



Completed the Registration Form and send it to:
Isle of Wight Tours Ltd
3 New Road, Lake, Sandown, Isle of Wight PO36 9JN, England
Tel No: **44 (0)1983 405116 Fax No: **44 (0)1983 405584
Email: enquiries@iowtours.com Internet: www.iowtours.com



RAF REGIMENT-USAF SECURITY FORCES **EXCHANGE PROGRAM 50TH ANNIVERSARY** REUNION 2016 BOOKING FORM

<i>Title and Full Name:</i>	
<i>Address</i>	
	<i>Zip Code:</i>
<i>Daytime Telephone:</i>	<i>Cellphone USA:</i>
<i>Emergency Contact and Telephone:</i>	<i>Cellphone UK:</i>
<i>Email:</i>	<i>Other:</i>

YOUR PARTY:

<i>No of persons in total:</i>	<i>Additional names: (1)</i>		
<i>(2)</i>	<i>(3)</i>		
<i>Additional nights accommodation required (dates):</i>		<i>Planned Date of</i>	<i>Arrival:</i>
			<i>Departure:</i>
<i>No/type of rooms required:</i>	<i>Double</i>	<i>Twin</i>	<i>Single Occupancy</i> <i>[£40pp/pn supplement]</i>
<i>Special Requirements:</i> <i>(dietary, mobility etc)</i>			
<i>Personal Travel Insurance details (required):</i>	<i>Company:</i>	<i>Policy No:</i>	

BOOKING: Signed: Date:20.....

NOTES:

- **A non-refundable deposit of £50 Sterling per person is required for each booking.**
- Payment by VISA or Master Card credit/debit card; a 2% surcharge will be levied on credit card payments.
- IOWT regrets that it cannot accept American Express, Diners Club or domestic US debit cards.
- International bank transfers may be made. The international bank transfer codes are:
IBAN: **GB40NWBK54413120770499** // BIC: **NWBKGB2L** // Reference: **RAFUS16+NAME**.
- Terms and Conditions (T&Cs) are overleaf. By making a booking, you agree to the T&Cs of IOW Tours Ltd.
- Personal Travel Insurance for all travelers is a mandatory requirement for this event.
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CREDIT / DEBIT CARD PAYMENTS: To pay by Credit or Debit Card, please provide the following details – PLEASE PRINT CLEARLY:

TYPE OF CARD	<i>DEBIT *</i>		<i>CREDIT *</i>		<i>BANK</i>		<i>* 'X' as appropriate</i>
NAME ON CARD							
CARDHOLDERS ADDRESS <i>(if different from mailing address)</i>							
16-DIGIT NUMBER							
VALIDITY							
SECURITY CODE				<i>= The last 3 digits on reverse of card</i>			



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3 New Road, Lake, Sandown, Isle of Wight PO36 9JN, England
 Tel No: **44 (0)1983 405116 Fax No: **44 (0)1983 405584
 Email: enquiries@iowtours.com Internet: www.iowtours.com



TERMS & CONDITIONS

Payment of Deposit

A deposit must be paid to secure any booking. Deposits are non-refundable, but the loss of a deposit may be covered by your personal travel insurance. The amount of deposit is quoted per person and is dependent upon the duration and destination of the holiday as follows:

UK – up to 4 days	£10
UK – 5 days	£20
UK – up to 8 days	£50
Jersey & Ireland & Europe	£50

Payment of Balance

The full balance of your holiday must be paid at least two months prior to commencement of the holiday. If the booking is made after these dates, full payment is required at the time of booking.

Payment

Payment should be made by VISA or Master Card credit card or debit card. American Express and Diners Club cards are not acceptable. Please note that all credit cards will incur a surcharge of 2%. Payment may also be made though an international bank transfer; the required codes are:

- IBAN: GB40NWBK54413120770499
- BIC: NWBKGB2L
- Reference: RAFUS16+YOUR NAME.

Trust Fund

A Trust Fund is operated in accordance with the European Community Directive 90/314/EC. All customers' receipts are safeguarded until their return from holiday.

Travel Insurance

IOW Tours Ltd is an Appointed Representative of ITC Compliance Ltd which is authorized and regulated by the UK's Financial Conduct Authority (FCA). Personal travel insurance is mandatory as IOWT cannot accept any responsibility for any losses that would normally be covered by such insurance.

Change of Booking / Minimum Numbers

All holidays offered are subject to hotel and holiday centre availability and any changes to the original booking will be notified in writing. We reserve the right to cancel any group tour that does not reach the required numbers. However we will make every attempt to offer an alternative holiday.

Travel Discounts

If you are part of a group holiday that includes bus travel, there will be no discount made for making your own travel arrangements, unless prior arrangements have been agreed in writing with the Company.

Cancellations

You or any member of your party may cancel your booking at any time by giving written instructions to notify us of your intentions. The organizer or the person who signed the original booking form must also sign the letter of cancellation. The effective date of the cancellation will be the date we receive written instructions. A cancellation charge will be made dependent upon the amount of notice given prior to the commencement date of the holiday:

Notice Given	Cancellation Charge
14 Days or Less	100% of Holiday Cost
15 – 27 Days	50% of Holiday Cost
28 – 42 Days	30% of Holiday Cost
More than 42 Days	Deposit only

Please note that some or all of these charges may be recovered through your holiday insurance dependent upon the reason for the cancellation.

Special Events

Terms and conditions for Special Event Breaks may be different but will be provided with that particular Booking Form.

Other Terms & Conditions

Travel documents detailing pick-up arrangements will be sent to you prior to your departure. It is your responsibility to be at the correct coach pick-up point at the correct time. We cannot accept any liability for subsequent losses or expenses if you fail to meet the published arrangements.

We reserve the right to refuse a booking or terminate a holiday due to unreasonable behavior. In this instance, full cancellation charges will apply and we will be under no obligation to make a refund or pay compensation for any losses incurred.

Smoking and the consumption of alcohol is not permitted on any coach hired by us to convey passengers.

Complaints Procedure

We would hope that you will not find any reason for complaint with our holidays. However, if you do have a problem, the first course of action would be to discuss it with the coach driver or courier or directly with the accommodation provider. Should the matter be unresolved, please telephone IOW Tours as soon as possible to enable us to attempt to resolve the problem. Should the problem still remain unresolved, please write to IOW Tours Ltd, within 28 days of your return from holiday, explaining the details.

Value Added Tax

VAT at the current UK rate is included in the price of your holiday. Should the rate of VAT change, we reserve the right to adjust our prices accordingly.