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“The Art of Performance - The Power of Education”

HOTEL AND TRAVEL COST WORKSHEET

This worksheet is offered as a starting point for Performers and VIP Patrons to envision the possibilities of building their NY budget. Since DCINY is solely a concert production company and does not require nor include specific hotels or travel agencies, our invited groups have the freedom to build their own travel packages thereby creating a reasonable budget for the travelling group.

Before researching Broadway shows, museums, city tours, etc., we ask that all groups wait until the final rehearsal schedule has been distributed by DCINY. Therefore, secure basic quotes only for now (hotel, concert package, and transportation to New York). Whether you seek travel as an individual on your own or through a travel agency always seek competitive bids. Non-refundable and non-changeable reservations should only be made after your final schedule has been distributed by DCINY.

Hotel:

*New York hotel group rates can start at **\$109** per night PER ROOM (1-4 people per room to split that cost) for hotels in the midtown area. For those who wish to save even more, they can stay in 1 and 2 bedroom suites, rent apartments, set up home stays, use frequent mile programs for free rooms, stay at the YMCA, or even book a room in New Jersey (across the river) that is a short commute in to the city and can afford someone a nice hotel room for around \$25-30 per person per night/quad occupancy. Please contact hotels directly for the best, lowest and most accurate rates. We would be happy to share recommendations and contacts with whomever will be helping with this aspect for the ensemble. Here are a few ways to put together your hotel portion:*

BOOK DIRECTLY.... The following prices listed for The Park Central, Paramount and Salisbury Hotels are DCINY courtesy rates.

PARK CENTRAL HOTEL, 56th Street and 7th Avenue

The following quotes are per room per night. The single bed rate is suitable for one or two people. The double bed rate is suitable for 2, 3, or 4 people.

Park Central Hotel

EXAMPLE: January: Double occupancy; 2 people/2 double beds, 4 nights @ \$79.50/per person/night--Hotel Cost per person: **\$318**

January: Quad occupancy; 4 people/2 double beds, 4 nights @ \$39.25/per person/night--Hotel Cost per person: **\$159**

January – February \$139 single bed /\$159 two double beds (2, 3 or 4 persons per room)

March – May \$189 single bed/\$219 two double beds

June- \$199 single bed/\$219 two double beds

NYC Convention & Tourist Bureau...

NYC & Co offers a free hotel lead service which can within 24 hours result in group bids from 4 to 40 hotels emailed directly to you. While NYC & Co does not do the actual booking for you, they provide great lead assistance for the best available rates. Please contact Ray Zagorski directly at rzagorski@nycvisit.com or 212.484.1237. You will need to fill out a short request form with your basic information and hotel needs as well as provide the information below. Please note that to be eligible for a group rate, there is a **15 room minimum**. Further free materials and information can be found at www.nycvisit.com.

- Group contact name and all contact info (address, telephone/fax/email)
- Group name and address (if different from contact info)
- Number participants (overestimate...it's easier to request more rooms now than try to request more at a later date- the hotel may not be able to accommodate more rooms later on)
- Breakdown students to chaperones
- Arrival date
- Departure date
- Total number rooms needed/configuration (single/double/triple/quad and number of each)
- Type hotel (economy/moderate/luxury)
- For instrumental groups: will you need storage rooms for instruments/equipment? Please supply details for your storage needs
- Does your hotel need to be in Manhattan? There are a few in the surrounding boroughs with easy access to Manhattan which may be a little less expensive.

New York City Pass

Offers a carefully selected collection of New York's most popular, most famous attractions, priced at **44% less** than the cost of tickets purchased separately. The CityPass **youth price** (ages 13-17) reduces individual ticket prices by 42%. Please visit <http://www.citypass.com/city/ny.html> for more details.

Travel Assistance, Travel and Tour Operators....

DCINY highly recommends ACFEA, <http://www.acfea.com/>, (800) 886-2055, our preferred travel provider. Groups may also work with their own tour provider.

Another option is to contact Laura Olsavsky, Travel Consultant, lolsavsky@gmail.com, (360) 607-4639. For specific NYC requests (i.e. Broadway shows, airport bus transfers, sightseeing, etc) groups may also contact Meredith Anderson at RMP Travel at meredith@rmptvl.com or (212) 581-8051.

Air/Train/Bus:

For groups who are cost conscious, we highly suggest making DIRECT contact with the airline/train or bus company rather than through a travel agent – these vendors will most often give you the best group rate. Again, those who wish to get to NY on their own are welcome to do so as long as they are at the first rehearsal on time. There is no DCINY requirement for groups to travel together.