

Dear Parent/Guardian,

Firstly, I trust you and your family are all safe and well during this Covid 19 crisis?

I write to update you regarding the implications of the cancellation of the French trip, the liquidation of USIT travel, and the potential for a claim for a refund of the payments made by you to USIT directly, towards the trip. While we had sought to cancel the trip this had not been processed prior to the liquidation, so you will submit your claim as if you were still due to travel.

The school has been advised of the form (attached) which you must complete and return to "Travel Trade Section, Commission for Aviation Regulation, 3<sup>rd</sup> floor, Alexandra House, 6 Earlsfort Terrace, Dublin 2 D02 W773 " To assist, we have completed those sections of the form where we know the details (sections 2 and 3). The other sections, 1, 4, 5, 6, and 7 should be completed by you and the document returned by post to address above by **May 26<sup>th</sup>** to facilitate consideration of your claim.

Should you wish you can see further details regarding claims (including the claim form above) by using the following link "[www.aviationreg.ie](http://www.aviationreg.ie)"

The monies (41 euros) collected in school will be returned to you by the school in September.

Best regards, stay well, stay safe.



Philomena Mc Grath

OFFICE USE ONLY	Claim ref	20/3
Name and Address of Travel Agent against which your claim is being made	Usit Ireland Limited 19-21 Aston Quay, Dublin 2	

## Section 2. Booking Details

Date of Booking:	25/10/19	Usit Ireland Limited Booking ref:	140520
Departure Date:	26/5/20		
Departure City:	DUBLIN		
Destination:	PARIS		

## Section 3. Insurance Details (Help Note 1)

Name of insurer Fogg Travel Insurance

Booked Insurance directly with (Usit Ireland Limited) Yes  No

Booked Insurance separately through another provider e.g. your insurance company Yes  No  (if yes go to sec 4)

Was your insurance sold as part of the package Yes  No

Is it an Annual Policy? Yes  No

Cost of insurance € 15

Is this cost in total value of claim in Section 4? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
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