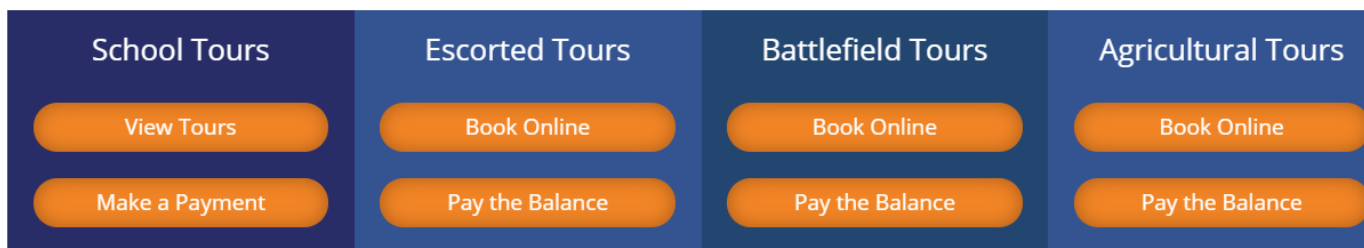


HOW TO MAKE A PAYMENT ONLINE FOR YOUR SCHOOL TOUR TO AMSTERDAM

- Visit www.gtitravel.ie/make-a-payment/ where you will be prompted to either register if it's your first visit or log in for subsequent visits.

An account is automatically created for you on your first visit. A password is sent to the email address you entered. You will need this password for your next log-in and to check the payments made for your child's tour.

- Select the **Make a Payment** option under **School Tours**



- You'll then be asked for the **Tour Details** which for your school are as follows:

Tour Details

Booking Reference *

23-GCC003-1/Your Child's Surname

School/ Group Name *

Glanmire CC

Departure Date *

18-04-2023



Destination *

Amsterdam

- You'll then be asked for the **Passenger Details** which are specific to your child. The Date Format for DOB must be DD-MM-YYYY.
- Click **Continue to Payment** where you will be taken to the secure payment page. Enter the deposit amount along with your card details. *The deposit of €250 is non-refundable.*

- Click **Pay Now**. Don't forget to tick the T&C box. Once the payment is gone through, a Payment Reference Number will appear on the screen. An email will also be sent to you. **If a passport is not valid, please put in a dummy number (A1234567) and update us by email later.**