

Wish List from your Journey Coordinators

November 2019

Definitions:

Journey Coordinators (JC): Persons responsible for planning and preparing a journey.

Host Coordinator (HC): Journey Coordinator from the host club

Ambassador Coordinator (AC): Journey Coordinator for the traveling club

Several of the most recent HCs agreed that it might be helpful to point the following things out to club members to help make journeys go smoother. You can do your part to make the journey process easier by communicating, reading the emails, being on time, having your payment ready, etc. That makes it more enjoyable for everyone!

Suggestions for FFWM members:

1. **PLEASE read the emails which are sent to you.**
2. When you get the first copy of the itinerary, please read it carefully. If there are activities you would like to see added to the itinerary, NOW is the time to contact the Host Coordinator. Suggestions at this time may be helpful (especially if you are willing to do the planning), but it is difficult (almost impossible) when the itinerary has been finalized.
3. Print the FINAL itinerary. If you are hosting or day hosting it is also helpful to have a printed copy of the membership list with you during the journey.
4. If you want to plan other activities with your guests, please plan them at times that do not conflict with group plans. Often we have been given a **group rate** based on a certain number of people and your guests will not be refunded their admission.
5. Please be prepared to pay for the event as it happens with checks made out to FFWM if you have not paid in advance.
6. When a tour is being given, it is respectful to keep side talk to a minimum. Be sure to give any tour guide your attention and respect. Anything less does not speak well of Friendship Force.