Pre-AAHN Tour to Kaiserswerth, Cologne & Düsseldorf, Germany

September 12 - 16, 2015

Directed by Lisa Zerull, PhD, RN and Arlene Keeling, PhD, RN, FAAN
Pre-AAHN Tour to Kaiserswerth, Cologne & Düsseldorf, Germany

*Sponsored by The Eleanor Crowder Bjoring Center for Nursing Historical Inquiry, University of Virginia.

www.nursing.virginia.edu/research/cnhi

Plan NOW to join the 2015 pre-AAHN tour to Kaiserswerth and other historic areas in Germany including Cologne and Düsseldorf. Kaiserswerth is considered Düsseldorf’s oldest and richly traditional neighborhood. Join nurse historian colleagues and others as we walk the cobblestone streets of this German village beside the Rhine River and sleep comfortably in “das MutterHaus” (the Motherhouse) where we will feel the presence of nurses from years past. Kaiserswerth was the locale carefully selected by Lutheran clergyman Theodor Fliedner to train countless women from around the world as deaconess nurses beginning in 1836. Many of the original buildings remain today, including the Mutterhauskirche (Motherhouse Church), and the grounds continue to be an active hub of education. This is also where Florence Nightingale received her training.

Kaiserswerth has amazing Old World design and historical artifacts. An easy five-minute walk from the Motherhouse are other historic churches such as Stadtkirche Kaiserswerth, St. Suitbertus and the Collegiate Church of the 13th Century complete with a magnificent shrine (12th/13th century) and relics of Saint Suitbertus. Also of interest are the ruins of the 12th-century Imperial Palace — reminiscent of a glorious and powerful past. The town center offers small shops and eateries complete with traditional German fare, delicious pastries, coffee, and chocolate shops!

Tour Cost
$1,285 per person
land-only, based on double occupancy

Register online at www.regonline.com/091215KEEL or complete and return the printed registration form.

Air transportation is not included in the cost of the tour. Participants are responsible for making their own flight arrangements to arrive in Düsseldorf on September 12, to fly from Düsseldorf to Dublin on September 16, and to return from Dublin to their home country following the AAHN Conference in Dublin. Please note that all flights from the U.S. to Europe are overnight, so those coming from the U.S. need to depart on September 11.

If you would like assistance with your flight arrangements, please advise Witte Travel & Tours.

Panoramic view of Kaiserswerth on the Rhine River

Detail above entryway to the MutterHaus
SEPTEMBER 2015

Please note that participants will be on their own to arrange flights to Düsseldorf. All flights from the U.S. to Europe are overnight flights so you need to depart on September 11.

Saturday, September 12   Arrival in Germany
Arrive individually into Düsseldorf and make your own way from the airport to Hotel MutterHaus in Kaiserswerth, where we’ll check in for a four-night stay. The rest of the day will be at leisure to start exploring the delightful town of Kaiserswerth on our own. We’ll gather for a cocktail reception followed by a welcome dinner at the MutterHaus. (D)

Sunday, September 13   Kaiserswerth
After time for a leisurely breakfast, we’ll meet a local guide to tour the MutterHaus and Diakonie grounds as well as Kaiserswerth’s Old Town, with visits to the Pflegemuseum Kaiserswerth, the Fliedner Museum, and the Kaiserswerth Museum. This evening’s dinner will be at Gaststätte Tone Halle, with guest speakers providing information about the history of Kaiserswerth and nursing in the 1800s. (B, D)

Monday, September 14   Düsseldorf, Cologne, Kaiserswerth
Today we’ll travel to nearby Düsseldorf for a sightseeing tour with a local guide that includes a visit to the TV Tower for an excellent view of the city, followed by some free time to shop and have independent lunch. This afternoon we’ll travel to Cologne where a guided tour of the city includes the impressive twin-towered Kölner Dom (Cologne Cathedral), the Old Town Hall, the Jewish Quarter, the Neumarkt, and St. Maria im Kapitol. Tonight’s dinner will be at a restaurant in Cologne and we’ll return to Kaiserswerth for the night. (B, D)
Tuesday, September 15  

**Rhine River, Düsseldorf, Kaiserswerth**

Enjoy a relaxing four- to five-hour cruise on the Rhine River today, with scenic views of castles and vineyards. Afterward we’ll tour the lovely Benrath Castle and grounds. We’ll then unwind over a farewell dinner at a restaurant in Düsseldorf. (B, D)

Wednesday, September 16  

**Departure for Dublin**

After breakfast, participants make their own way to the Düsseldorf Airport to fly to Dublin for the AAHN Conference. (B)

*Please note that participants are on their own to get from Düsseldorf to Dublin for the AAHN Conference and then from Dublin to their home country after the conference.*

*Meals included: B=breakfast, L=lunch, D=dinner*

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**About the MutterHaus**

The “MutterHaus” was officially opened in 1903 as the center of the Kaiserswerth Community of Deaconesses. The historic neo-Gothic building has undergone extensive renovations and now houses 55 unique twin-bedded or single rooms that are furnished with original, refurbished furniture. Situated in an idyllic park, Hotel MutterHaus provides a tranquil environment—and yet Kaiserswerth’s interesting Old Town and a scenic walkway along the Rhine River are only a short walk away. Hotel MutterHaus is a superior 3-star hotel. Please note that rooms do not have air-conditioning and this is a non-smoking hotel. All rooms are equipped with a private bathroom with shower, windows that open, storage for luggage, a safe, hairdryer, full-length mirror, coffee/tea-making facilities, telephone, hotspot, free Internet access, and cable/satellite television.

www.hotel-mutterhaus.de/en

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**For further information, contact**

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  434-924-0083

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**REGISTRATION FORM**

**PRE-CONFERENCE TOUR TO**

**KAISERSWERTH, COLOGNE & DÜSSELDORF, GERMANY**

*September 12 - 16, 2015*

$1,285 per person

land-only, based on double occupancy

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**Register online at**

www.regonline.com/091215KEEL

Or return this form to

Witte Travel & Tours

3250 28th Street SE

Grand Rapids, MI 49512

Enclose your deposit of $300 per person made payable to Witte Travel or complete the attached credit card payment form. If you are purchasing Optional Travel Protection add the full premium amount to your check.

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**PASSENGER DETAILS**

Print Clearly

**NAME - EXACTLY AS IT APPEARS ON YOUR PASSPORT**

<table>
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<tr>
<th>Last</th>
<th>First</th>
<th>Full Middle</th>
<th>Box</th>
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- Male ☐ Female ☐ Preferred first name _______________________________
- Birthdate mm / dd / yyyy

**Citizenship:**

- U.S. ☐ Other ____________________

**Passport #** ________________________________

**Exp. Date** mm / dd / yyyy

**Home Phone** _______ / __________________________

**Work Phone** _______ / ___________________________

**Cell Phone** _______ / __________________________

**E-mail** _______________________________________________________________________________________________

**MAILING ADDRESS**

**NOTE:** All mailings pertaining to this registration will be sent to the address below.

**Street Address** _____________________________________________________________________ PO Box_________

**City** ________________________ State ____ Zip _____________

**EMERGENCY CONTACT**

**NOT TRAVELING WITH YOU**

_________________________________________ Phone _______ / ____________________

**ROOMMATE/ACCOMMODATIONS**

- ☐ I plan to have a roommate (name if not listed on Registration Form):

- ☐ Roommate not yet known ☐ I need assistance finding a roommate.

I understand that if a roommate is not available, I will be responsible for the cost of single occupancy.

- ☐ Instead of double occupancy, I prefer single occupancy (+ $165 per person)

**CONTINUED ON REVERSE**
OPTIONAL TRAVEL PROTECTION

Travel Protection Information:
- Witte’s Travel Protection Plan, offered by Travelex Insurance Services, is the easy, affordable way to protect your travel investment!
- You can enroll in this plan when you register for the tour or at any time prior to making final payment on the tour.
- The travel protection premium is nonrefundable.
- For more information and an outline of the included benefits, see “Optional travel protection” in the Terms and Conditions of your tour brochure.

Indicate below if you wish to purchase or decline travel protection. To purchase travel protection, add the full premium to your deposit check or authorize Witte Travel to charge the premium to your credit card along with your deposit.

**The per person premium for this travel protection is $93.***

- [ ] Full premium is included in my deposit check
- [ ] Witte Travel is authorized to charge the full premium amount to my credit card
- [ ] I wish to decline the travel protection at this time. I understand that travel protection can be purchased later, as long as it is done prior to making final payment on the tour.

*It may be necessary to increase the premium for participants who require single accommodations and for those who purchase additional services and/or upgrade their arrangements.

FLIGHT ARRANGEMENTS

- [ ] I plan to set up my own flight arrangements.
- [ ] I would like assistance with my flights.

Upon confirmation of your special arrangements, a nonrefundable ticket issue fee of $50 per person will be added to your account along with any additional air or land costs that may apply.

**Flight Connections**

Depart from ________________________________ to ___________________________ on _________________________ .

Return from ________________________________ to ___________________________ on _________________________ .

To request special land arrangements (car rentals, hotels, rail, etc.), include a note and we’ll contact you.

SIGNATURE

I have read, understand and accept the terms and conditions as outlined in the tour brochure. I acknowledge receipt of information about Witte’s Travel Protection Plan and Price Increase Rules.

1. ___________________________________________ Date ___________________

Important Note – Payment reminders will be e-mailed if e-mail is provided. Others will receive payment reminders by regular mail.
Name of Passenger:

1. ______________________________________________________________

Type of card:  ☐ Visa  ☐ MasterCard  ☐ Discover  ☐ American Express

Credit card number ________________________________________________

Expiration date ___________________________________________ Security code __________________________

Name as it appears on card __________________________________________

(Please Print)

Billing address of credit card (if other than on application):

Street Address ______________________________________________________

City __________________________ State _________ Zip ______________

Billing phone _________ / __________________________

☐ I hereby authorize Witte Travel & Tours to charge this credit card for the deposit and full travel protection premium (if selected), as well as for all further payments for the passenger listed above.

Cardholder’s signature ___________________________ Date ______________

NOTE: If a payment is due on a Saturday, Sunday or holiday, it will be billed to your credit card on the next business day.

Reservation ID __________________________

PAYMENT SCHEDULE:

Deposit of $300 per person with Registration by November 15
Payment of $450 per person by May 1
Balance due approximately 30 to 45 days prior to departure
The cost of your tour includes:

**Land transportation.** Arrival and departure airport transfers will be independent and at your own expense. Participants will get around in Kaiserswerth by foot on September 12 and 13, and a deluxe, air-conditioned motorcoach will be provided for transportation on September 14 and 15.

**Accommodations.** Four nights at Hotel MutterHaus in Kaiserswerth, based on two persons sharing a room that has typical European-style rooms and private bathrooms with showers. Please note this hotel does not have air-conditioned rooms. The supplement for single accommodations is $165. If you register alone but want a roommate, we will do our best to assign one. If a single room must be assigned to any member of the group for any reason, even if it is at the last minute or while on tour, we will need to charge the single supplement. Changes in rooming arrangements requested by the participant 45 or fewer days prior to departure may result in additional charges.

**Meals.** Breakfast and dinner daily as indicated in the itinerary. Dinners include wine, water, and coffee.

**Tour personnel.** Local guides will be provided for all organized sightseeing activities. A multi-lingual driver/guide will accompany the group on September 14 and 15.

**Sightseeing and admission fees** in accordance with the itinerary.

**Tipping and taxes** are included for all services, including the tip for the driver/guide and the local guides.

**The tour cost does not include** passports, air transportation, airline luggage fees, porterage of luggage, optional travel protection plan including luggage and trip cancellation coverage, optional excursions, independent meals, and any other items not mentioned as included.

**Luggage allowance.** You may take one suitcase with a maximum size of 62 linear inches (height plus width plus depth) and weight of 50 lbs. You may also carry a purse, a camera and one piece of hand luggage with a maximum size of 45 linear inches and weight of 15 lbs. These size and weight restrictions conform to most airlines’ requirements. Hand luggage does not fit in the overhead bins on the motorcoach. There may be room for it in the storage compartment under the coach or by an empty seat on board. If not, it will need to be placed on the floor in front of your feet. Porterage of luggage is not provided. Participants will be responsible for carrying their own luggage throughout the tour. If you are physically unable to carry your luggage, ask your tour personnel to arrange for assistance.

**Optional travel protection.** Witte Travel recommends that each traveler purchase a travel protection package. For the traveler’s convenience, we make available the 360° Group Travel Protection offered by Travelex Insurance Services, which can be purchased at any time prior to making the final payment. All plans purchased are eligible for pre-existing medical condition coverage, provided the traveler is not disabled from travel at the time he/she pays the premium and the medical condition has been stable for 60 days prior to the final payment. Trips over 30 days are not eligible for coverage. The travel protection premium that applies to your trip is noted on the Registration Form. It may be necessary to increase the premium for those participants who purchase additional services and/or upgrade their arrangements. The travel protection premium is nonrefundable. The travel protection plan does not cover any travel arrangements not made by or purchased from Witte.

**Schedule of Coverages**

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<thead>
<tr>
<th>Coverage Type</th>
<th>Maximum Benefit Amount</th>
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<tr>
<td>Accidental Death &amp; Dismemberment</td>
<td>$25,000</td>
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<tr>
<td>Medical Expense/Emergency Evacuation</td>
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**Luggage and Personal Effects** $1,500

**Travel Delay (Up to $150 per day)** $1000

**Trip Interruption** 150% of Trip Cost

**Trip Cancellation** Trip Cost

**On Call 24-Hour Assistance Services** Included

**Accident and Sickness Medical Expense** $50,000

**Emergency Evacuation and Repatriation** $250,000

**Documentation:** U.S. citizens are required to have a valid passport. If you already have a passport, check its expiration date now since the country visited on this tour requires passports to be valid for at least three months beyond the traveler’s intended return date. If your passport is due to expire earlier, you will need to obtain a new one. If you do not have a passport or need a new one, apply as soon as possible. If you plan to visit other countries on your own, contact Witte for any special requirements. All non-U.S. citizens should contact Witte for their special requirements. We will check the requirements for non-U.S. citizens at the time they register and again approximately 45 days prior to departure. Witte is not responsible for any changes in requirements for non-U.S. citizens that occur after our final check.

**Minor children** traveling internationally without both parents are encouraged to carry a notarized note signed by both parents stating that they have permission to travel without one or both of them. Although this is not a requirement, it will save time if questions arise while clearing customs.

**Tour cost.** The tour cost is based on a group of 27 passengers, current tariffs for air and land arrangements, and on an exchange rate of $1.36 to €1.00.

Please note that these travel arrangements are subject to possible price increases due to additional charges imposed by a supplier or government. You may be charged additional sums by Witte to offset increased fees, fuel surcharges, taxes, fluctuations in foreign exchange markets, and/or smaller group size. Before passing on an increase, Witte will use its best efforts to minimize the amount. If it is
necesary to increase the tour cost, participants will be advised at final billing and provided with a summary of the contributing factors. Your signature below indicates consent to any post-purchase price increases.

**Reservations and payments.** To make reservations on this tour, complete the Registration Form and return it as indicated. Reservations cannot be accepted over the telephone. Payments are due as follows:

- Deposit of $300 per person with Registration Form
- Payment of $450 per person by May 1
- Balance due on receipt of final invoice sent approximately 30 to 45 days prior to departure.

If you are registering for the tour after one of the above payment dates, increase your deposit amount accordingly so your account will be up to date. **Please note that checks returned due to insufficient funds are subject to a $30 service fee.**

**Credit card payments.** Visa, MasterCard, Discover or American Express credit cards are accepted for the deposit and scheduled payments. The deposit charge is processed shortly after receipt of your registration form. Subsequent payments are charged per the payment schedule.

**Cancellations and refunds.** Witte must receive notice of cancellation in writing. Penalties are per person and will be based on the date of receipt, as follows:

- More than 120 days prior to departure - $100
- Between 120 and 91 days prior to departure - $175
- Between 90 and 61 days prior to departure - $325
- Between 60 and 31 days prior to departure - $475
- 30 or fewer days prior to departure - No Refund

The above penalties apply to the cost of the land arrangements. The service fee noted under “Flight Arrangements,” the nonrefundable portion of any special arrangements made on behalf of the canceling participant and the cost of travel protection will also be added to the above penalties. **Cancellation insurance is available.** Allow four to six weeks for processing of refunds. Note that payments made by check are refunded by check to the person or organization that made the payments, and payments charged to a credit card are credited back to the same credit card.

**Membership.** Witte reserves the right to accept or reject any person as a member of the tour and to expel from the tour any participant whose conduct is incompatible with the interest of the group. Each special needs participant must be accompanied by a qualified helper who assumes total responsibility for his/her well-being. Witte reserves the right to exclude from the tour any special needs person whose condition impairs customary operation of the tour.

**Special meal requests and food allergies.** Note special meal requests and food allergies on your registration form. Witte cannot be responsible if special requests are not met but we will pass them on to the airlines, hotels and restaurants. If you have dietary restrictions or food allergies, be sure to carry your medications with you at all times. Also, discuss your special needs with your tour personnel and ask the wait staff about the foods you are served.

**Mobility Concerns.** Sightseeing on Witte tours almost always includes walking. Visits to historical places often mean climbing stairs and walking on uneven surfaces or cobblestones. Handicap accessibility is not always available. Witte tour personnel are not able to provide attendant services. Tour participants with special needs are strongly encouraged to travel with someone who can assist them.

Consult your physician if you have any concerns about your ability to participate.

**Time away from the tour.** Advise Witte in writing at least 45 days before departure if you plan to spend some time away from the tour. Wherever possible, you will be credited for missed hotel nights.

**Final tour documents**—including itinerary, hotel list, and luggage tags—are sent about 10 days prior to departure.

**Responsibility.** As the tour operator, Witte Travel & Tours will be responsible for supplying the services and accommodations outlined in the brochure as constituting the tour, except to the extent that such services cannot be supplied, wholly or partially, owing to circumstances beyond its control. In such cases, Witte Travel & Tours will use its best efforts to supply alternative services and accommodations, and no refunds will be granted provided that the alternatives are comparable to the original services and accommodations included in the tour cost. Witte Travel & Tours, its agents, sponsors, organizers and employees shall not be responsible for any injury, loss, damage, accident, delay, irregularity or expense arising from strikes, weather, sickness, acts of war or terrorism, governmental restrictions or regulations or from any act or omission on the part of any individual or company furnishing transportation, accommodations or any other services to the tour participants; nor shall Witte Travel & Tours be responsible for any injuries, death, damages, loss or delay in any means of transportation or by reason of any event beyond its actual control. Witte Travel & Tours reserves the right to make changes in the tour dates or itinerary routing should circumstances make such necessary. In case of insufficient participation, Witte Travel & Tours may cancel the tour. In the event of cancellation of the tour by Witte Travel & Tours, its liability will be limited to a refund in full of all monies paid by the participants. If available, Witte Travel & Tours will offer an alternative trip, which the participants may accept or reject. California Passengers: Witte Travel & Tours is licensed under the California Seller of Travel Act—registration number 201-3304-40. Witte Travel & Tours is a member of the National Tour Association, the mark of excellence in the group tour industry.

**Copyright policy.** By signing the registration form for this tour, I give Witte permission to publish in print, electronic, or video format the likeness or image of me, any family members or legal wards, for any lawful purposes such as advertising Witte’s services. I release all claims against Witte with respect to copyright ownership, privacy, and publicity rights including any claim for compensation related to use of the materials for commercial purposes, including any images submitted by me to Witte or their vendors related to this tour.