

Definition of Terms

Performances

- Performances may be organised in a range of venues and can consist of the following:
- **Concert** – a formal, full-length performance. Our quotation includes venue hire, and full publicity and promotion by the production of posters, distribution of fliers, and advertisements in local media
 - Groups are responsible for providing their own printed concert programmes in the local language
- **Informal Recital** – an opportunity to perform a shorter programme, possibly to a transient audience in an informal setting
- **Service Participation** – an opportunity to perform appropriate music during a service. There may be the opportunity to give a short recital after the service
- Performances can only be confirmed upon receipt of promotional materials (please see section “Help us promote your group”)

Accommodation

- As hotel classification varies from country to country, we do not use the star-rating system. Instead, we use the following terms:
- **Deluxe** – the highest level of comfort, luxury and guest services, in single, double and twin-bedded rooms with private facilities
- **Superior Tourist Class** – a high level of comfort, in single, double and twin-bedded rooms with private facilities. Rooms are likely to have air-conditioning (where available) and amenities such as satellite TV, direct-dial telephone, minibars and hairdryers
- **Tourist Class** – clean and comfortable, but not luxurious, in single, double, twin- and triple-bedded rooms with private facilities
- **Student Accommodation / Youth Hostels / Religious Institutes** – sometimes individual study rooms, often multi-bedded dormitories of up to 12 sharing, with shared facilities. Groups are required to bring their own towels. A limited number of smaller rooms may be available for group leaders

Meals

- Breakfast may be hot or cold, often a buffet
- Lunches and dinners are two- or three-course meals, or sometimes buffets, with water provided. Other drinks may be purchased by diners individually

Coach

- Unless otherwise stated, the coach is available for your private use throughout the tour. Local regulations on drivers’ hours and rest periods must be observed

Courier

- Your ACFEA courier will be with you 24 hours a day, 7 days a week during the tour. Couriers are not professional tour guides, but will provide invaluable administrative support and linguistic skills, especially when checking in to hotels, visiting sights and solving logistical issues at performance venues

Guided Sightseeing Tours

- Local, professional tour guides may be booked for half-day guided sightseeing tours, by coach, on foot, or a mixture of the two. Entrances to monuments are not included unless specified