



Online Registration Instructions

1. Go to www.explorica.ca/ and click "sign up now".
2. Fill out the traveller's information as instructed, followed by the emergency contact information, then click "Next" (please **use your passport first and last name**).

****This page will ask if you have a current passport. If you check the "I have a current passport" box, the form will require you to enter your passport information. If you have a current passport but do not have it on you at the time of completing this registration, you may leave the box unchecked and enter your passport information at a later date. It is not mandatory to enter this information at this time.****

Note: The email address is required! Any reminders will go to this address. This email address will default to the username. If you are signing up more than one person, two different usernames are required.

3. On the next page, verify your customization for details such as additional excursion information. The Program Leader will have decided upon most of these details for the group. If the current selections are satisfactory, click "Next" to move on.
4. Choose your payment plan:
 - **Pay in full**
 - **The monthly automated plan** automatically charges your chequing account in equal monthly instalments. You will be asked to complete a \$99 initial payment while registering online. The full payment will be completed no less than 35 days prior to departure.
 - **If you wish to choose the manual plan (4-step payment plan), please select "Show other plans"**. You will be asked to complete a \$249 non-refundable deposit while registering online; 30 days after registering, you will be asked to pay \$500 towards your Tour Fee; 110 days prior to departure, you will be asked to pay 75% of your remaining balance; 65 days prior to departure, you will be asked to pay the final remaining balance. You are responsible for making those payments on time by sending a cheque in the mail, paying online with a credit card, or calling Explorica by WorldStrides with a credit card number. **Travellers on the 4-step manual plan will not receive any invoices in the mail.** You will receive a reminder to the email address you provided during registration.

If applicable, redeem your voucher code on this page by clicking "I have a voucher code" and entering it here. Your voucher code is **ValourCanada** and is valid until

**** You will be asked to enter your payment information on this screen. Please note the amount indicated will include Travel Protection. Depending on your pre-arranged tour package, this may be de-selected on the insurance tab or on the review page; the amount will re-calculate before charging your card.****

5. To review your insurance plan, please click on the insurance tab at the top of the page:
 - **Travel Protection Plan Plus:** This insurance is pre-selected. This is recommended unless you have another insurance plan which includes cancellation insurance.
 - **None:** I waive all travel protection plan coverage.

If the current selections are satisfactory, click "Next" or "Save Changes". Continue to select "Next" on all completed pages until you reach the Confirmation page.

Please review all information prior to finalizing the sign-up process.

6. If you have any questions or concerns, please contact Explorica at **1-888-378-8845** and a customer service representative will assist you.