

ITINERARY (TEMPLATE)

Reminder:

This must be completed alongside a Risk Assessment and a Trip Attendance List

Trip Details

Event & Student Group:

Weekend at Edinburgh Fringe – I <3 Theatre Society

Emergency Contact Details: (Minimum of 2 individuals, please)

Joe Bloggs (President) – 07654 991280; joebloggs@gmail.com

Steve Fish (Events Officer) – 07934 361783; steveyfish@hotmail.com

Accommodation Details:

Raddison Blu
80 High St,
Royal Mile,
Edinburgh
EH1 1TH

Room List:

Rooms	Attendees
213	
215	
217	
302	
306	
418	
420	
422	

Itinerary:

Timings	Activity	Any additional cost?	Any further info
Day 1 – Thursday 1st August			
12.34	Flights: Gatwick - Edinburgh		Flight Number: Meeting point/time: PLEASE PREPARE YOUR OWN BOARDING PASS REMINDER: Luggage is capped at one carry-on bag, and one piece of hold luggage
14:00	Arrival at Edinburgh Airport	£10-15 for taxi	We will walk to hotel from here... happy for groups to arrange taxis if they wish.
15:30	Check in at hotel		
	FREE EVENING		
	If interested, Joe Bloggs & Steve Fish will be going for food at 7.30pm – feel free to join, meet in hotel foyer		
Day 2 – Friday 2nd August			
08:00 – 10:00	Hotel Breakfast (pre-paid)		
13:00	Comedy Show 1		Meet at for 12:00, or at venue for 12:30. Must collect tickets from Joe/Steve
19:00	Comedy Show 2		Meet at for 18:00, or at venue for 18:30. Must collect tickets from Joe/Steve
21:00	Table Booked at Frankenstein's Bar		Menu found here: www.-----
Day 3 – Saturday 3rd August			
08:00 – 10:00	Hotel Breakfast (pre-paid)		
	FREE MORNING/AFTERNOON		
16:00	Theatre Show 1		Meet at for 15:00, or at venue for 15:30. Must collect tickets from Joe/Steve
23:49	Flights: Edinburgh - Gatwick		Flight Number: Meeting point/time:
01:00	Arrive at Gatwick		