

****NEW PROCEDURES FOR TRIP PAYMENTS****

- Checks will be made out to **METRO TOURS**.
- If your child has enough credits in their account to cover each payment, it will be automatically deducted and sent to Metro Tours.
- If your child has credits to cover PART of the payment, the amount will be automatically deducted. You will need to submit a check made out to METRO TOURS or a money order for the balance. You will be notified of your balance prior to the payment due date.
- You may also contact METRO TOURS directly to make Credit card payments.
- All payments will be placed in the blue box, including the payments to Metro Tours.