



(*guest name*)
Venice - Florence/Tuscany - Rome
Apr 30 - May 15 2016

CLIENT INFORMATION

Client booking: §§§

Guests: 2 pax

Client email: §§§

Client phone: §§§

IMPORTANT TRAVEL INFORMATION

Included are the phone numbers of your guide and chauffeur just in case you need to contact them. Please note that chauffeur names are not known until the day before the event so I have not included some names. How do you know your chauffeur? The chauffeur will always be meeting you at the prearranged location and will be asking for you by name or will have a sign with your name on it.

Dialing info:

Calling within Italy from a USA cell phone: add 011 in front of every Italian number.
+39 is the country code for Italy.

Italy Hotline contact numbers in Italy:

Elisabeth Giansiracusa 011 +39 349 815 0010

Antonio Giarrettiera 011 +39 340 858 3401

Client Accommodations

Venice: April 30 - May 5

Hotel §§§

Address:

[+ city tax per person per night]

Florence: May 5 – May 11

Hotel §§§

Address:

Phone:

[+ city tax per person per night]

Rome: May 11 - 15

Hotel \$\$\$

Address:

Phone:

[+ city tax per person per night]

Detailed Itinerary

Sat, 30 April - *Welcome to Venice, La Serenissima*

Private, escorted transfer from airport to hotel

Airline & Flight Number:

Arrival time:

Your escort: Chiara

Your escort's number:

Your water taxi chauffeur: Veneziana Motoscafi

Your water taxi chauffeur's phone:

Please make a note of the number of the escort and chauffeur service.

NOTES: After collecting your luggage at the the baggage claim area, exit to your LEFT to meet your escort who will be holding a sign that says ("GUEST NAME"). If you have problems locating your escort, please call the number provided.

Sun, 1 May - Venice (Labor Day - National Holiday)

3h City Highlights Walk

Meeting time: 10:30AM

Meeting place: your B&B

Your guide: Nadia

Your guide's phone number:

Open the secret door to Venice with a native Venetian guide. Learn to navigate like a local, visiting the markets, learning how to order a glass of wine or an espresso, and seeing some of the most famous sites in the city. This private walk of Venice is the perfect walk to take upon arrival in Venice. After this tour, you'll have a good feel for the city and be able to navigate Venice like a local for the remainder of your holiday. Your guide will introduce you to this special place, its layout and history, with an insider's perspective, to make the most of your first step onto this amazing city made up of hundreds of tiny islands and bridges. This tour allows you to see the most famous sites in Venice but also how to get into its authentic places that are easy to

reach but often hidden. Our guide Nadia loves to end the tour at a *cicchetti bacaro* for Venetian “tapas” and prosecco.

Extra costs: gratuities (optional) meals & snacks, any entry fees, if you do not want to walk then vaporetto tickets for travel within Venice itself (please see prices below)

Vaporetto ticket prices: Vaporetto di Venezia (**per person** cost)

18,00 € – ticket 12 HOURS

20,00 € – ticket 24 HOURS

25,00 € – ticket 36 HOURS

30,00 € – ticket 48 HOURS

Mon, 2 May - Full Day Venetian Lagoon & Islands Tour

Meeting time: 9:30AM

Meeting place: your B&B

Your guide: Nadia

Your guide's phone number:

Enter into different worlds as you and your private guide explore the mysterious Venice lagoon by vaporetto boat. Your private guide will take you to the island of Murano, famous for its glassblowing tradition, followed by the brightly colored island of Burano nearby, famous for its traditional lace making of the highest quality and for its charming brightly painted little buildings. You will also visit the unique island of Torcello with only 18 inhabitants, with its medieval palaces, churches and squares. Other artisans will also be seen during the tour. Time is included for an excellent lunch at a restaurant selected by your guide.

Extra costs: meals/snacks (unless specifically included), personal shopping, taxis and other transportation, gratuities (optional)

Tues, 3 May - Venice

AM: free

PM: 2h Venice Walking Tour with photographer Luisella

Meeting time: 5PM

Meeting place: your B&B

Your guide: Luisella

Your guide's phone number:

An off-the-beaten-path walking tour through the back alleys and canals of lesser-known Venice with Venetian photographer/guide Luisella. Enjoy the waning of the day and the special “golden light” beloved of painters and photographers!

Extra costs: meals/snacks (unless specifically included), personal shopping, taxis and other transportation, gratuities (optional)

Wed, 4 May - free day

Thurs, 5 May - Venice to Florence *Welcome to Florentia, birthplace of the Renaissance*

Private, escorted transfer from B&B to train station

Your escort: Chiara

Your escort's number:

Your water taxi chauffeur: Veneziana Motoscafi

Your water taxi chauffeur's phone:

Meeting time: 11:30AM

Meeting Place: your B&B

Transfer from B&B to train station by private water taxi

Bullet Train: Frecciarossa

Departure: (time) Venezia Santa Lucia Station

Seat reservations:

Arrival: (time) Firenze Santa Maria Novella Station

Arrival in Florence at Firenze Santa Maria Novella Station - Taxi to hotel

PM: free

Fri, 6 May - Florence

AM: free

PM: 3h Florence Orientation Photography Tour with photographer Simone

Meeting time: 4PM

Meeting place: your hotel lobby

Your photographer: Simone (accompanied by Cristina)

Your guide's number:

Join Simone and Cristina for a guided tour of the fabulous, historic panoramas of the city of Florence, nestled on the banks of the Arno River in the *Conca d'Oro* or Golden Seashell, as the river valley is called. From the characteristic alleys filled with artisan workshops of San Niccolò to the Piazzale Michelangelo overlooking the city, you'll visit the City Rose Garden - at the

height of its beauty in May - the Church of San Miniato al Monte and surroundings, the Garden of the Bobolino, the *Porta Romana* - the Gate to Rome, the Institute of Art and the Boboli Gardens, once the private park of the Medici and Pitti families. Enjoy the special photographic opportunities as the day wanes.

Transportation by private vehicle. Special equipment such as gantry, creative filters, flashes and other accessories provided by Simone.

Extra costs: meals/snacks (unless specifically included), personal shopping, taxis and other transportation, gratuities (optional)

Sat, 7 May - Florence

4h Florence Express - City Highlights Walking Tour with one museum (Uffizi) and *skip-the-line* tickets

Meeting time: 11AM

Meeting place: your hotel lobby

Your guide: Lisa

Your guide's number:

Explore the historical center of Florence with Lisa as the artistic and architectural highlights of the city unfold before you. Walk through piazzas and cobblestone streets and visit the *Galleria degli Uffizi* which houses the great Florentine collection of medieval, Renaissance, and Baroque art. *Skip the line with reserved entry tickets*. Your guide's vast knowledge of Florentine art and history will insure a memorable visit. All the while you will enjoy a thorough background on the fascinating and influential Medici merchant family who not only created the first medieval mercantile fortune, but whose patronage of the arts led directly to the birth of the Renaissance, which nurtured the talents such great artists such as Botticelli, Signorelli, and Michelangelo. Your guide will bring the city's history alive from its greatest achievements to its darkest moment with the rise of the mad priest Savonarola and his Bonfire of the Vanities in which countless great works of art were lost to the flames.

This stimulating walk will have helped you work up an appetite! Feel free to ask your guide for a local recommendation for lunch.

Extra costs: meals/snacks (unless specifically included), personal shopping, taxis and other transportation, gratuities (optional)

Sun, 8 May - Florence

Full Day Tuscan Countryside Tour

Meeting time: 9AM

Meeting place: your hotel lobby

Your chauffeur/guide: Franco

Your chauffeur/guide's phone number:

Enjoy an exclusive tour through the most charming and picturesque of Tuscany's hill towns. Far away from mass tourism, experience authentic cuisine and organic wine and visit the tiny hidden hamlets of Tuscany together with a professional, English-speaking private chauffeur-guide. Your chauffeur will ensure that you are able to catch Tuscany at its most photogenic! Amidst the rolling hills you admire splendid vineyards, olive trees, spring wild flowers, and fruit trees.

Your first stop will be at the amazing Badia a Passignano. Visit the Antinori wine cellar shop where, if it's not too early, it will be possible to taste great organic wine. The Badia is a splendid monastery built originally as a Castle and dating as far back as the 8th century. Your next stop will be the 10th century fortification of Montefioralle, known to be one of the best kept medieval hamlets in Italy. Here you will enjoy a privately guided walk through the cobbled, narrow ring of the Old Town. On to Greve in Chianti, the Capitoline of the Chianti Wine chianti region! Here you will have some free time to visit the many traditional shops on the main square where Tuscans shop for their own homes today. Baskets, belts, furniture, ceramics ... this charming town has it all. Not to be missed here is a visit to the Falorni Butcher shop, where you will be surrounded by a staggering variety of salami and hams, as well as an incredible variety of aging pecorino cheese in the underground cellar dating back to the 1300s.

For lunch you have several options. You may choose to visit a private winery; the owner and sommelier will show you the property and the cellars where you will indulge in a wine tasting of Chianti Riserva and Super-Tuscans, balsamic-vinegar, oil, and vinsanto. Or you may choose a simple trattoria where you will be able to order à la carte from a list of authentic, Tuscan specialties. If you would like something a little more formal we will be very happy to make a reservation for you in a stunning 14th Century castle, where your host will give you tour of the amazing rooms and the local enologist will conduct a wine tasting and suggest a seasonal, annotated lunch.

After lunch a drive through the sunflower fields and green hills will bring you to the medieval town of Castellina in Chianti. Here you will have free time to explore the town and have a coffee out on the sunny piazza. At the end of this unique day, your chauffeur will drive you back to your accommodations in Florence.

Extra costs: meals/snacks (unless specifically included), personal shopping, taxis and other transportation, gratuities (optional)

Mon, 9 May - Full Day Pisa & Lucca - Wine & Olive Oil Country Tour

Meeting time: 9AM

Meeting place: your hotel lobby

Your guide: Franco

Your chauffeur/guide's phone number:

Your chauffeur will pick you up in your Florence hotel and take you to Lucca. This ancient once Etruscan and later Roman town rose to fame and prosperity through the silk trade in the 11th century. Your guide will give you a tour of the city, pointing out highlights such as the San

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Martino Cathedral, the Piazza dell'Anfiteatro and the Guinigi Tower, one of Lucca's most prominent medieval sites. In recent history it is famous as the birthplace of Giacomo Puccini, one of Italy's most famous operatic composers. You may choose to visit the composer's house, now a museum or take a walk on top of the splendid city walls, now a city park ringing the entire town. Your chauffeur will meet you after your tour or walk and together you will travel to Pisa, stopping along the way for an authentic lunch in the Tuscan countryside. Pisa is a unique city, combining the elements of vibrant university town, important Italian port, and cultural gem. Renamed by the poet Gabriele d'Annunzio the "Piazza dei Miracoli" and declared a UNESCO World Heritage Site, the Cathedral Square holds the Duomo, the Campanile (known popularly as the Leaning Tower of Pisa), the Baptistry, and the Camposanto. Your tour guide will show you the highlights of this piazza as well as the city's narrow streets, typical street markets, and the frescoes by Vasari. At the end of the day your chauffeur will take you back to your hotel in Florence.

Extra costs: meals/snacks (unless specifically included), personal shopping, taxis and other transportation, gratuities (optional)

Tues, 10 May - Florence

free day

options:

- 1) Accademia Museum to see Michelangelo's *David*, etc. and wander.
- 2) Take the bus up to Fiesole above Florence.
- 3) Walk around the Sant'Ambrogio Market for a taste of local goodness.

Wed, 11 May - Florence to Rome *Welcome to Rome, Caput Mundi!*

Meeting time: 12:00pm

Meeting place: your hotel lobby

Your chauffeur: Riccardo

Your chauffeur's number:

Private transfer from hotel to Florence Santa Maria Novella station

Bullet Train: Frecciarossa

Departure: (time) Firenze Santa Maria Novella Station

Seat reservations:

Arrival: (time) Roma Termini Station

5h Private transfer from Termini train station to hotel + Custom Chauffeured City Highlights Tour with the Appian Way and Aqüeduct Park

Meeting time: 2PM

Meeting place: in front of McDonald's Restaurant in Via Giolitti

Your chauffeur: Marco

Your chauffeur's number:

When you alight from your train, walk to the head of the platform, turn left, and leave the station into Via Giolitti. Your chauffeur will meet you across the street in front of the McDonald's Restaurant with a sign that says ("*GUEST NAME*"). Marco will accompany you to your hotel and wait while you check in and freshen up before sweeping you off for an afternoon and early evening enjoying the most famous city panoramas, the Appian Way and Aqueduct Park for one of the longest stretches of the ancient Roman aqueduct system now visible above ground .

Extra costs: meals/snacks (unless specifically included), personal shopping, taxis and other transportation, gratuities (optional)

Thurs, 12 May - 4h Walking Tour - Ancient City with Largo Argentina and Pantheon with skip-the-line tickets

Meeting time: 10AM

Meeting place: your hotel lobby

Your guide: Grazia

Your guide's phone number:

One of the must-see areas of the Eternal City, now 2,769 years old, the Roman Forum and Colosseum represent the best of what was the ancient city. You will enter the heart of Ancient Rome represented by the civic center of the forums from its pagan roots to Christian times. The Forum and Palatine Hill are enchanting and beautiful places to visit with secrets that do not easily reveal themselves. Your guide will show you how each stone tells a fascinating tale of intrigue and power struggles, murder and ambition while at the same time representing civilization and law, beauty, and religious piety. Our traditions of religious tolerance, law and representative government all came from this hallowed ground.

Built over the Emperor Nero's private lake in order to wipe out any trace of his existence and meet the entertainment demands of a growing population, the Colosseum has been the emblem of Rome for its inhabitants and visitors for nearly 2,000 years. Fifteen stories high, covering 7.5 acres, the power of theater was taken to extremes never seen before as we evoke the truth of its past with a legacy of stories stranger than fiction.

After your visit to this monumental area, you will walk with your guide to the Pantheon, once the Temple to All the Gods and now a Christian church, passing by the Temple Sanctuary in Largo Argentina.

NOTES: We recommend sturdy, comfortable walking shoes as archeological ruins can be uneven and dusty (or muddy!). In warmer weather water bottles are also recommended; fountains with potable water are common throughout the city.

Extra costs: meals/snacks, personal shopping, taxis and other transportation, extra ticket entrances, gratuities (optional)

Fri, 13 May - 4h Vatican City Express Tour with *skip-the-line* tickets

(cultural note: Don't worry, Friday the 17th is the inauspicious date in Italy!)

Meeting time: 12:30PM

Meeting place: ****Caffè Vaticano, viale del Vaticano 100**** (right across from the Vatican Museums entrance)

Your guide: Grazia

Your guide's phone number:

Venture into the Vatican Museums, the Sistine Chapel, and St. Peter's Basilica with your private guide, and uncover some of the world's most amazing masterpieces. *Skip the line with reserved entry tickets*. This tour gives a fascinating in-depth visit to the Vatican Museums, the Sistine Chapel and St. Peter's Basilica with ample time to appreciate the wealth of sacred and profane history, art and religious works contained within its fortified walls.

You will explore the Vatican City in all of its splendor with a focus on hidden symbols, secrets, myths, and stories along with its poignant great works of art and their history giving you an insider's view that you will never forget. Your visit will begin in the Courtyard of the Pine Cone where you will go back in time to see the pagan masterpieces first installed by forward-thinking, art-loving Popes, and stand in the same spaces where Michelangelo, Raphael, Bernini, and Canova once stood. In the sublime Raphael Rooms, the grand apartments of Pope Julius II, young Raphael's genius is on display. In his dramatic compositions your guide will reveal the hidden clues to the powerful Papal world of the early 1500s. Raphael also pays homage to Michelangelo, who spent ten years working in the Sistine Chapel, where you will view his fresco masterpieces: the Last Judgement, the Sistine Chapel ceiling, and the great devotional paintings of the Tuscan and Umbrian Renaissance masters. Your guide will reveal the meaning of the frescos, their symbolism as well as hidden and often bizarre details, and describe the elaborate and tortured task Michelangelo took on.

In the ethereal Basilica of St. Peter your guide will recount the stories of the popes and artists who brought about its existence, reveal the hidden symbolism in its monuments, and the wonders of its architecture and decoration. Here you will learn the secrets of Michelangelo's first masterpiece, the *Pietà*, and his last, the great dome. Two generations later mathematics and creativity drove Bernini's elaborate plans both inside and outside the Basilica, full of symbolism and drama: Piazza San Pietro and Colonnade, the Cathedra Petri, the Baldacchino, and the Monument to Alexander the VII.

Extra costs: meals/snacks (unless specifically included), personal shopping, taxis and other transportation, gratuities (optional)

Sat, 14 May - Rome

free day

options - visit the Campo de' Fiori morning market, wander through Piazza Navona

Sun, 15 May - departure from Rome > US via London

Flight Number and Airline:

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Departure time: 1PM

Your chauffeur: Marco

Your chauffeur's number:

Meeting time: 10AM

Meeting place: your hotel lobby

Private transfer from hotel to FCO airport, Terminal 3

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PAYMENT INFORMATION

Client paid IPF via PayPal Payment Request Amount: \$1,100.00

Transaction Date:

Transaction ID:

Subject: PayPal money request from *ITALYHOTLINE CUSTOM AND GOURMETTOURS LLC*

Client paid in full via PayPal Payment Request Amount: \$10,629 (\$11,729 less IPF) = all tours, transfers + car at disposal, accommodations

Transaction Date:

Transaction ID:

Subject: PayPal invoice ID

from *ITALYHOTLINE CUSTOM AND GOURMETTOURS LLC*

CANCELLATION POLICY

All our activities (tours, transfers, hotels, cooking classes, wine tastings, tickets, etc) must be prepaid in full (100%) prior to the start of the trip. We will do our best to refund as much as possible if you have to cancel your tours or other services with *ITALYHOTLINE CUSTOM AND GOURMETTOURS*. Because we work with the top service providers in Italy, we are also subject to a diverse set of cancellation policies with each private contract. Thus, it is not possible for us to guarantee the same cancellation policy for all services.

Below is a general summary of our cancellation policy. ***If you must cancel your booking with us, please give us as much notice as possible.*** We consider every situation individually.

Travel Insurance: We highly recommend purchasing **Travel Insurance** in order to protect yourself if you need to cancel your trip. There are many different policies available at a reasonable cost. Some credit cards offer travel insurance. We will fill out any necessary forms for your insurance coverage in case you need to cancel your trip.

Custom-designed Tour Packages: With regard to customized walking tours and chauffeured transfers, in most cases a 50% refund is possible with at least 30 days notice. After this, zero

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refund is possible. Zero refund is possible on entry tickets, train tickets, airfare, and restaurant reservations. Hotel refunds are subject to individual hotel, B&B, villa, etc policy of which the client will have been notified. The *custom Itinerary Planning Fee* (IPF) is non-refundable. Some private service providers we collaborate with have varying cancellation policies.

Trip Planning Fees: For custom designed trip planning, the retainer/custom Itinerary Planning Fee are non-refundable.

Tickets: Pre-booked tickets cannot be refunded. Some tickets may be transferred to another date with advanced notice. Please inquire.

RESPONSIBILITY NOTICE:

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