

# Group Packet Summary

The Catalina Experience™ at White's Landing

Please complete the following once you have received your contract and downloaded this packet:

- Complete and return the Program Planner, and return your signed contract to our mailing address at:  
**The Catalina Experience**  
**6289 E. Pacific Coast Hwy.**  
**Long Beach, CA 90803**
- Copy and hand out pages 20-26 to all Students attending. Have students return the Medical Forms to you for review at least 5 weeks prior to your departure date.
- Copy and hand out pages 17-26 to all Chaperones attending. Have them return all forms to you at least 5 weeks prior to your departure date.
- Separate your students and chaperones into Cabin and Study groups. The group leader section will help you.
- Collect and organize all Medical Forms. Review each and put pertinent information on the Telephone Contact Sheet.
- Five weeks prior to your departure, be ready with all information for a telephone conference with our staff. We will cover confirmed Boat Transportation at this time.

If you have any questions, please feel free to call the TCX office.

## Important Numbers to Keep Handy

General Information (Business Office)  
White's Landing (On-site) Office

888-829-5553  
888-829-5553 ext. 5