|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **[Insert Date]** | **[Insert Date]** | **[Insert Date]** | **[Insert Date]** | **[Insert Date]** | **[Insert Date]** | **[Insert Date]** |
|  | 10:00  [Orientation] | 10:00-12:00  [Business Executive Visit, insert name and address of the company] | 10:30  [Business Executive Visit, insert name and address of the company] | 10:00  [Business Executive Visit, insert name and address of the company] | Free Time or arranged activity | Departure to Home Destination |
| [Identify if meal is provided] | [Welcome Meal] | [Identify if meal is provided] | [Identify if meal is provided] | [Identify if meal is provided] | [Identify if meal is provided] | [Identify if meal is provided] |
| Arrival in Travel Destination  Check into Residence | 14:00  [Cultural Activity or Business Visit] | 16:00 – 17:00  [Business Executive Visit, insert name and address of the company] | 14:00 – 15:30  [Business Executive Visit, insert name and address of the company] | 13:00  [Cultural Activity] | 19:30  [Cultural Activity/Farewell Dinner] |  |
| [Identify if meal is provided] | [Identify if meal is provided] | [Identify if meal is provided] | [Identify if meal is provided] | [Identify if meal is provided] | [Identify if meal is provided] |  |