



Assignment: Preparations for travel

You have been chosen to become a World Reporter for The World's Children's News Agency (WCNA). As you leave on your travels you will be given a detailed description of your assignment, but before receiving that you must prepare very carefully for your trip.

COUNTRY FACTS

Begin by filling in the form 'country facts'. This will help you to accomplish other tasks.

MONEY

1. Open a bank account at the Global Friend Bank and deposit the USD 3,500 you have received in advance.
2. Make sure you that you get a cash book and checks. All expenses before and during your trip must be entered in the cash book.

PASSPORT

1. Everyone in the Reporter team shall obtain a passport and fill in their personal data in the passport.
2. Find out the cost obtain a passport and make out a check in the correct amount to the passport authorities.
3. Enter the amount spent on your passport in the cash book.

TICKETS

- Fill in the appropriate information on your ticket.
- Buy your tickets through the Global Travel Agency and pay by check.
- Enter the amount spent in your cash book.

VISAS

1. Apply for a visa(s) if such is required by the country(ies) you shall travel to.
2. Complete the visa application(s) and pay the amount required.
4. Enter the amount paid in your cash book.

HEALTH

- Contact the Vaccination clinic/Doctor to find out which vaccinations you will need to visit your destination{s}. Also check to see if you need malaria tablets.
- Take the required vaccinations and pay the fees charged.
- Enter the amount paid in your account book.