Visit Information
Onsite Visit Reminder

Dear Parent/Guardian:

Our class is going to *JA BizTown* on _____ (*date*). The students have worked hard and are excited about this educational experience. It promises to be an event they will always remember.

Please help us have a successful experience by noting the following reminders:

1. Lunch:
   - ☐ Please have your child bring a sack lunch in a disposable bag. His/her name should be written clearly on the outside of the bag. Refrigeration is not available. Students do not need to bring drinks because they will use money they earn from their "job" at *JA BizTown* to purchase a drink at the restaurant.
   - ☐ Pizza will be served for lunch. If your child has a special dietary requirement or prefers not to eat pizza, they may pack a lunch instead.

2. Please make sure your child arrives at school on time. Students need to arrive at school by _____ (*time*). Students will be returning to school at _____ (*time*).

3. Students should wear business casual clothes appropriate for their *JA BizTown* business position. Comfortable shoes are a must because students will be on their feet most of the day.

If you are one of our *JA BizTown* volunteers for the day, thank you again for assisting at the simulation, and for completing the mandatory online and onsite training. Volunteers should arrive at the *JA BizTown* facility for the onsite training orientation that begins 60 minutes prior to the students' arrival. Students will arrive at *JA BizTown* at approximately _____ (*time*), so you should be there no later than _____ (*time*). For your lunch,

   - ☐ You will need to pack your lunch as you will not have the opportunity to leave the facility during the simulation.
   - ☐ Pizza will be served for lunch. If you have a special dietary requirement or prefer not to eat pizza, you should pack a lunch.

   NOTE: Refrigeration is not available and food deliveries cannot be accommodated.

We look forward to seeing our students in action! It will be a wonderful day for all. Thank you again.

Sincerely,

_____
(*Teacher's signature*)