BOOKING FORM FOR PASSPORT TRAVEL

Lvl 1, 12-14 Glenferrie Rd, Malvern VIC 3144 Australia
Tel (61-3) 9500-0444 or 1800 337 031
Fax (61-3) 9509 0111
Lic 31054
E-mail passport@travelcentre.com.au **- WEB** http://www.travelcentre.com.au

Person No. 1

Full name as per passport_____Nationality_____

Passport No_____Date of Issue & Expiry_____Date of Birth_____

Address_____

Tel (H)_____Tel (W)_____Fax_____Email_____

Tour Name_____Start date_____Arrival details_____

Additional services_____Date depart home town_____

Next of Kin details_____

Detail any dietary restrictions or allergies?_____For cycling trips Height_____Inside leg_____

Person No. 2

Full name as per passport_____Nationality_____

Passport No_____Date of Issue & Expiry_____Date of Birth_____

Address_____

Tel (H)_____Tel (W)_____Email_____

Tour Name_____Start date_____Arrival details_____

Additional services_____Date depart home town_____

Next of Kin details_____

Detail any dietary restrictions or allergies?_____For cycling trips Height_____Inside leg_____

Any other information that Passport Travel should be aware of?_____

Have you travelled with Passport Travel before?_____When did you travel with us_____

If you have not traveled with us how did you hear about Passport Travel?_____

Total price: _____Deposit sent/enclosed:_____Please note that all monies will be receipted in Australian dollars

Type of Credit card_____Card number_____Expiry date_____Security code_____

I/we the undersigned have read and understood the attached booking conditions as sent by Passport Travel. In addition I have completed the above booking form and my signature confirms understanding and acceptance by any other persons including those under the age of 18 years - named on the booking form. Credit card payment not for use by Travel Agents.

Please mark: I do not want travel insurance_____ I will obtain travel insurance_____

Signed on behalf of all persons detailed on this form_____Date_____

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Please read these conditions carefully as they incorporate the basis on which bookings are accepted by Passport Travel. The contract will be governed by and subject to these Booking Conditions and to the general information contained in Passport Travel brochures and/or its web site/s.

GST

GST is payable on all travel within Australia.

Bookings, Deposits & Final Payments

Please check the currency on our website. All monies will be receipted in Australian Dollars at an exchange rate set by Passport Travel. When you have chosen your itinerary, please read the following booking conditions before sending in a non-refundable deposit of $440 per person plus the completed booking form. By paying this deposit and signing the booking form you acknowledge you have read and agreed to these conditions. Final payment is to reach Passport Travel no later than 60 days prior to the trip start date.

The person affecting a booking by paying the deposit shall be deemed to have accepted the Booking Conditions on behalf of all persons for whom the deposit is being paid. This person also indemnifies Passport Travel against any claim arising from the booking by those on whose behalf the deposit is being paid.

If a booking is made within 60 days of departure, full payment is required at the time of booking. If for any reason your final payment fails to reach Passport Travel by the due date, Passport Travel reserves the right to treat the booking as being cancelled and apply the cancellation fees below.

Passport Travel brochures/web site/s are subject to changes advised to you or your agent and in accordance with these conditions.

Changes in Price

We reserve the right to alter any price due to fluctuations in exchange rates, transport costs or if government action should require us to do so, unless the balance has already been paid. We undertake to advise you of any alterations in price as soon as practicable.

Changes in Itineraries

Local conditions may necessitate changes in sightseeing, routings and hotels. While every effort will be made to provide the services as offered in the brochures, or displayed in our Web site, we reserve the right to vary your itinerary. In the event that we are forced to change your arrangements, a similar standard will be provided. Passport Travel will not be liable where interruptions to itineraries are caused by weather conditions, technical problems due to local transport, industrial action, political and civil commotion, or other circumstances beyond our control. We refer you to the condition regarding travel insurance.

Amendment Fees

A fee up to $110 per person per amendment may be charged by Passport Travel for amendments to bookings already made. Any amendment 60 days before the start day may be treated as a cancellation.

Final Documentation

Final documents (inc Visas) will not be given out until final payment has been received.

Cancellation Fees

In the event that you cancel your booking, the following charges will apply. Notice of cancellation must be in writing directly to us or to your travel agent.

Up to 60 days before start date - loss of deposit
59 to 30 days before start date - 50% of the price
29 to 15 days before start date - 75% of the price
Within 15 days - 100% of the total price

An additional fee of $330 per person will be levied upon bookings cancelled more than 60 days before the start date where a visa support document has already been supplied with final documentation.

Refunds

No refund is available for cancellation after the programme has commenced or in respect to any tours, accommodation, rail transport, meals or other services not utilised. Any claims relating to the quality and/or quantity of services should reach Passport Travel in writing within 30 days upon termination of the tour component. No claims shall be considered upon expiration of the above deadline.

Passports and Visas

A passport is required for all travel overseas and must be valid for at least six months beyond your expected date of return. Please check which visas you require. If you travel to countries which do not require a visa for your nationality, you must tell us if you have been arrested or convicted in respect of any offence or breach of law. Non disclosure of this information may lead to your being refused entry on arrival in certain countries. If you do not wish to disclose such information to us, then you must contact the embassy of each country of destination and make your own arrangements in regard to entry to that country. Assistance by us in this regard being in good faith but with no responsibility. Passport Travel does not accept responsibility for passengers who fail to obtain correct documentation and will not be held liable for refusal of any visa or for refusal of entry into any country.

Insurance

Insurance is compulsory on all tours offered for sale by Passport Travel. A copy of your policy must be shown to Passport Travel before final documents will be sent out.

Group Tours

Certain group escorted holidays require a minimum number of participants. Should this number not be met by the time the balance payment is due, Passport Travel reserves the right to cancel the holiday and refund all monies paid.

Not included in Price

Items of personal nature including, but not limited to, meals not specified, sightseeing not specified, entry/admission fees, visa fees, porterage, tips, airport taxes, telephone calls.

Agent's Responsibility

It is your travel agent's responsibility to communicate to you any changes or alterations advised to your travel agent by Passport Travel. No representations made by your travel agent to you regarding the location, price, quality, alteration or any other matter in relation to the services and facilities provided by Passport Travel shall bind Passport Travel unless your travel agent has been expressly authorised by Passport Travel to make such a representation.

Conditions of Carriage

Passport Travel gives notice that in issuing tickets, coupons for travel, conveyance or transport by any means, and in making arrangements for hotels or other accommodation, is acting not as principal but as agent only. Passport Travel is not itself a carrier or hotelier and does not own, manage, control or operate any hotel, restaurant or transportation services. Passport Travel does not accept any liability of whatever nature for the actions, omissions or defaults, whether negligent or otherwise, of those train operators, coach operators, hoteliers or other persons providing services in connection with your travel arrangements pursuant to a contract between them and yourselves. All coupons, receipts and tickets are issued subject to the terms and conditions specified by the suppliers of those services. Passport Travel does not accept liability in contract or tort (actionable wrong) for any injury, damage, loss, delay, additional expenses or inconvenience caused, directly or indirectly, by force majeure or other events which are beyond the control of Passport Travel, or which are not preventable by reasonable diligence on behalf of Passport Travel including, but not limited to, all civil disturbances, fire, flood, severe weather, acts of God, acts of government or any other authorities, accidents to or failure of machinery or equipment, industrial actions, (whether or not involving our employees) or breach or default as referred to above in this clause. Passport Travel will not accept responsibility or liability for death, loss, personal injury, accident, damage to personal property or delay however occasioned, sustained or suffered in or during any trip or tour, or in the carrying out of any arrangements booked by or through it. All persons booked have satisfied themselves regarding any official cautions pertaining to the destination chosen. All bookings and payments must be made to a licensed travel business. Your air travel has been booked with the airline you have requested – by making this booking we do not endorse the financial viability of any airline, and if an airline collapses before the flight, you may need to pay another airfare.

Proper Law

All persons named in the booking shall be deemed to have consented to the exclusive jurisdiction of the courts of the State of Victoria (Australia) for the resolution of all matters and disputes arising out of the contract. This clause may be pleaded as a bar and defence to any action commenced or sought to be maintained in any Court outside Victoria. Nothing in this brochure is intended to affect your statutory rights under the Trade Practices Act.

Maps, Photographs, Endorsements

Maps used in any Passport Travel brochure/web site are for information only and may not reflect actual routes taken. Photographs of rooms may vary from the actual room on offer. The companies whose names may appear in the Passport Travel publications do not by virtue of their endorsement of the brochure represent themselves as either contracting with any purchaser of any tour, hotel accommodation or transportation from Passport Travel or as having any legal relationship with any such purchaser.

Medical

It is the clients responsible for obtaining vaccinations and any necessary medical advice.