|  |  |
| --- | --- |
| ***Name of trip:*** |  |
| ***Start date of trip:*** |  |
| *Date of arrival (if different):* |  |
| ***End date of trip:*** |  |
| *Date of departure (if different):* |  |

**Personal Details**

|  |  |  |
| --- | --- | --- |
| ***Title (delete as appropriate)*** | **Dr/Mr/Mrs/Ms/Miss/other** |  |
| ***Full name (AS ON PASSPORT)*** |  |
| ***Address*** |  |
|  |  |
| ***Postcode/ZIP code*** |  | **Country** |  |
| ***Email address*** |  |
| ***Telephone no. (landline)*** |  |
| ***Telephone no. (mobile/cell)*** |  |

**Passport**

|  |  |
| --- | --- |
| ***Nationality*** |  |
| ***Date of birth*** |  |
| ***Passport no.*** |  |
| ***Date & place of issue*** |  |
| ***Expiry date*** |  |

**Other information**

|  |  |
| --- | --- |
| ***Dietary requirements*** |  |
| ***Allergies or disabilities*** |  |
| ***Room preference*** | **Single** [ ]  **Double** [ ]  **Twin** [ ]  |
| ***Single supplement required?*** | **Yes** [ ]  **No** [ ]  **Not applicable** [ ]  |

**Emergency Contact Details:**

|  |  |  |
| --- | --- | --- |
| ***Name*** | **Dr/Mr/Mrs/Ms/Miss/other** |  |
| ***Address*** |  |
|  |  |
| ***Postcode/ZIP code*** |  | **Country** |  |
| ***Email*** |  |
| ***Telephone no.*** | **(landline)** | **(mobile/cell)** |

Payment can be made by bank transfer (please contact us for details), by cheque (payable to **GeoWorld Travel Ltd**) or by PayPal.

|  |
| --- |
|  |

I am paying/enclose a deposit/instalment/full payment of for the above trip

***I hereby accept the terms and conditions stated in the contract:***

|  |  |  |  |
| --- | --- | --- | --- |
| **Signed:** |  | **Print Name:** |  |
| **Date:** |  |  |  |

**THE CONTRACT**

These conditions apply to all tours provided by GeoWorld Travel Ltd (registered no 08308491), unless otherwise stated.

**BOOKING AND PAYMENT**

The tour price quoted on the website is subject to change without prior notice. GeoWorld Travel will confirm all prices before you book your holiday. Your trip information document will indicate what is and what is not included in the tour price. Flights are NOT included in the cost of the trips unless otherwise stated.

**Deposit:** A deposit amounting to 20% (unless otherwise stated) of the total cost of the trip, together with a signed Booking Form, is needed to reserve a place on the trip. As a general rule, deposits are non-refundable.

**Final Payment:** The balance is due a minimum of 90 days prior to your departure. For bookings made less than 90 days prior to your departure, payment is required in full at the time of booking.

All payments made to GeoWorld Travel are held in a Trust Account, which is completely separate from the finances of GeoWorld Travel Ltd., until the trip has been completed. This ensures that your monies are protected in the event of insolvency or an event which precludes GeoWorld Travel from running the trip.

**MINIMUM NUMBERS**

On all trips, except Polar Expedition Cruises, there is a minimum number required for the trip to go ahead. If, 90 days before the trip departure date, the minimum number of bookings has not been reached, GeoWorld Travel can cancel the trip. In this event, any deposits will be returned to participants in full. It is therefore recommended not to book your flight until the trip has been 100% confirmed at the 90-day cut off point. If you book your flight before this date and the trip is subsequently cancelled, GeoWorld Travel will not be liable for your flight expenses.

**SINGLE ACCOMMODATION**

If you are travelling on your own and wish to guarantee a room of your own, a single supplement is payable (please contact us to confirm the rate if this is not displayed on the website). If you are willing to share a room, we will endeavour to place you in a shared room with another guest of the same sex. However, in the event that there is no other suitable guest to accommodate you with, then the single supplement will be payable.

**CANCELLATION**

All cancellations should be made in writing and sent to GeoWorld Travel at GeoWorld Travel Ltd, 4 Orchard Close, Gilwern, Abergavenny, NP7 OEN United Kingdom. Only upon receipt of the cancellation will the cancellation procedure be put into place. On cancellations made more than 90 days before departure, all deposits are non-refundable, unless the trip is later cancelled by GeoWorld Travel due to the required minimum number of bookings not being reached. Cancellations less than 90 days before departure will incur a charge of 100% of the cost of the trip. These cancellation conditions should be covered by your travel insurance.

**INDEMNITY AND LIABILITY**

Any geotourism trip is potentially hazardous and it is essential that all lawful directions and advice of the tour operator be followed. GeoWorld Travel Ltd and any tour company acting on its behalf, accept no responsibility for any illness, accident or loss whatsoever incurred in the course of the trip or for any expense from such illness, accident or loss.

**ALTERATION OF TOURS**

GeoWorld Travel Ltd and any tour company acting on its behalf, reserves the right to withdraw any feature of the trip or alter the itinerary, should weather or local conditions necessitate.

**PASSPORT AND VISAS**

It is the sole responsibility of the client to ensure that all passport and visa requirements are fulfilled prior to departure. Passports must have at least 6 months validity from the date of your RETURN and two spare blank pages for the entry stamp and preferably more if several countries are being visited.

**INSURANCE**

It is a booking requirement that all travellers take out comprehensive travel insurance. This should be done at the time your full payment is paid, 90 days before the trip start date. All clients should be fully insured against accident, all medical eventualities, repatriation, cancellation, curtailment and default. GeoWorld Travel Ltd or any tour company acting on its behalf cannot be held responsible for loss or damage to baggage and personal effects. This should be covered by your travel insurance policy.

GeoWorld Travel is happy to recommend Campbell Irvine for travel insurance. To receive a quote please follow this link: <https://www.campbellirvinedirect.com/geoworldtravel_home.htm>

**HEALTH**

Consult your doctor or pharmacist. Medical travel records and required certificates must be brought with you. All guests must understand that while a high level of fitness is not required, a measure of physical activity is involved in all GeoWorld Travel trips. It is the responsibility of clients to advise us prior to departure of any specific medical conditions. Some trips are at altitude. If anti-malaria precautions must be taken, these are the sole responsibility of the client.

**LATE BOOKINGS**

We will attempt to accommodate any late bookings where availability exists, subject to a non-refundable payment of £50 to cover administration expenses.

**RESPONSIBILITY**

Neither GeoWorld Travel nor any person acting for, through or on behalf of the GeoWorld Travel shall be liable for any loss or damage whatsoever arising from any cause whatsoever and without restricting the generality of the foregoing shall particularly not be responsible for loss or damage arising from any errors or omissions contained in these pages or any other literature, late or non-confirmation or acceptance of bookings, loss or damage caused by delays, sickness, injury or death, whether occasioned by negligence or not.

The person making any booking will, by the making of such booking, warrant that he or she has authority to enter into a contract on behalf of the other person/s included in such a booking and in the event of the failure of any or all of the other persons so included to make payment, the person making the booking shall by his/her submission of the booking form assume personal liability for the total price of all bookings made by him/her.

**PHOTOGRAPHY**

GeoWorld Travel reserves the right to use pictures taken on our trips which may contain your image, unless you request otherwise. These photos may be uploaded to various social media platforms and/or the GeoWorld Travel website; if you do not agree with your image being used in these ways, please inform us at the time of booking. GeoWorld Travel owns the copyright to all pictures taken by them or on their behalf.

**POLAR EXPEDITION CRUISES**

GeoWorld Travel does not run these trips directly and is an agent for a Ship Operating Tour Company. GeoWorld Travel sells these trips for exactly the same prices as the Ship Operator and receives a commission for doing so. GeoWorld Travel’s Director James Cresswell has previously been contracted by the Ship Operator to be a guide on all these trips, and is well qualified to sell them to you. When you inform us you want to make a Polar Cruise booking we will arrange for the Ship Operating Company to contact you, and your booking will be made directly with them.

**TOUR COMPANIES**

Some tour companies will demand that you agree to their terms and conditions as well as to the terms and conditions already listed above. Their cancellation procedures may also alter. In such a case their conditions will apply and supersedes the terms and conditions of GeoWorld Travel Ltd.

**CAR TRANSPORTATION**

GeoWorld Travel does not make profit on the transportation or entrance fee elements of a tour. Profit is made by including a variable, per person guiding fee and an office administration/ accommodation booking fee within the total tour cost. On trips where transportation is provided either by private car or by rental car, this transportation is provided at a cost price and is included within your tour price. The transportation is to take you from one guided location to another. Paying to join the tour does not give you the right to be carried in that vehicle, it is provided as a courtesy. You are not obliged to use this transportation to be part of the tour and can also join the tour by following in your own car if you prefer.

**REPEAT CUSTOMER DISCOUNT**

GeoWorld Travel offers all repeat customers, who have previously joined one of our multi-day tours, a 5% discount on future tours. This discount also applies to first time customers who book on more than one multi-day tour as their first booking. The discount is applied to what would be their second and subsequent tours. The 5% discount does not apply to the deposit amount but is applied when full payment is made. For Polar Expedition Cruises the discount will not be applied until after the cruise is completed. On these cruises the Ship Operating Company must be paid in full prior to the cruise, and GeoWorld Travel will refund you 5% of the cruise cost only after the cruise is completed and GeoWorld Travel has received its commission payment from the Ship Operating Company.

#### Please complete and return the Booking Form, but retain the Booking Terms and Conditions for your records.