

# TERMS AND CONDITIONS

## RATES:

All rates are based on tariffs and value of foreign currencies in relation to the USD in effect as of January 1, 2010 and are subject to change. Learning Through Travel (LTT hereafter) will do its utmost to keep prices as published. Airlines, in an effort to stem off financial losses caused by dramatic recent oil price increases, are exercising their right to increase taxes by instituting fuel surcharges of various amounts based on the airline and destination. It is important that all passengers understand that LTT has no influence over airline decisions to impose surcharges, nor does LTT benefit in any way from those additional fees. Should land costs increase be forced upon us by local tour operators due to exchange rates, etc. we reserve the right to surcharge a fee of up to a maximum of 10% of the tour costs and this increase will be reflected on your invoice. If airline taxes, federal security fees, airport security fees increase they will be applied accordingly. The tour rates do not include airline surcharges, U.S. and foreign taxes, security charges and custom fees.

## RESERVATIONS:

Upon receipt of the completed and signed forms: Reservation Form (if applicable), Credit Card Authorization Form for your non-refundable deposit, Terms & Conditions, and a copy of your passport (picture-page) we will reserve a space for you on your specified tour. Space is subject to availability; if not available your deposit will be returned. Deposits are non-refundable and can be paid by Visa, Master Card, American Express, Discover Card or Personal Check. Final payment is acceptable only by personal, cashier, or certified check **75 days before departure**. If full payment is not received **75 days** prior to scheduled departure date, LTT has the right to cancel your space on the tour unless otherwise specified. In which case the final payment is payable by a certified bank check and must be sent by an overnight carrier at the clients expense. Once you reserve your tour, changes are possible subject to availability of air and land space at the time of your request. A service fee of \$150.00 per person will be charged for each deviation.

## PASSPORT & VISA REQUIREMENTS:

LTT requires a copy of your valid passport. If you do not have a passport or need to renew your passport, please insure that you advise LTT in writing the legal name as it will appear on your passport. If the name given is incorrect you will be held responsible for the re-issue fee incurred by the airline. Your passport must be valid for a minimum of six months after your intended stay.

## DOCUMENTS:

Tour documents will be sent via priority services approximately 15 days before your schedule departure. If your address is a P.O. Box, please advise us so we can make the necessary arrangements for delivery. If your address changes or you have an alternate address you would like us to send it to, please advise us immediately. LTT will not be responsible for documents sent to an address which was changed without notification.

## AIR & GROUND TRANSPORTATION:

Delays, cancellations, and over bookings may occur on airlines, cruises, and land reservations by the participating carriers and hotels. While LTT will do everything possible to avoid these inconveniences, it cannot and will not assume responsibility for the respective carriers and hotels, cruise ship, live aboard boats, and daily dive boats.

## LUGGAGE:

On transatlantic flights passengers are permitted 2 pieces of checked luggage, maximum weight 50 pounds and total dimensions (length, width and height) should not to exceed 62 inches. In addition, each passenger may have only 1 carry on not to exceed 15 pounds and 45 inches total dimensions (length, width, and height). Personal items include, however not limited to: a briefcase, handbag, and laptop in carry case, small backpack, camera and bag, one infant article (diaper bag or car seat). **These guidelines are general** and may vary by airline. Travelers are advised to check directly with their airline for specific requirements regarding carry-on and checked baggage allowances as these can change at any time. LTT is not responsible for additional charges imposed by the airline for overweight/oversized and extra luggage.

## CANCELLATION AND REFUNDS:

If you make room changes during your trip, you will be held liable for payment of your room/cabin as well as the single, double or triple room rate for your original roommate. Your initial deposit is **non-refundable** in case of cancellation. We strongly suggest that you purchase travel insurance. A cumulative documentation of expenses for all clients is kept up to date and will be applied to all bookings at the time of cancellation at the discretion of LTT. If a cancellation is made the following will apply:

**74-44** days prior to departure, there will be a \$500.00 per person cancellation plus any non-refundable pre-paid expenses and administrative fees.

**44-30** days prior to departure, there will be a \$750.00 per person cancellation plus any non-refundable pre-paid expenses and administrative fees.

**29 days or less** prior to departure, registrant will be considered a "no-show" resulting in forfeiture of all monies paid.

These cancellation fees are additional to any imposed by airlines. We strongly recommend that you obtain travel insurance through Travel Guard Purchase Protection Plan ([www.TravelGuard.com](http://www.TravelGuard.com)). Please complete the form and mail it back to LTT and we will apply for the insurance in your name or you may choose to apply for the insurance online, in which case, you will be asked for your Travel Agents ID # 00552160, please include this id # on the form as it identifies your booking with LTT.

If you choose not to purchase the trip protection plan, by signing below you understand that you are liable for any cancellation penalties and out-of-pocket expenses incurred. For example, you will be responsible for any fees incurred to you due to an airline schedule change and/ or if an emergency should arise during your travels. You will be held responsible for any costs incurred during your travel due to your requested changes to a program. These charges require payment at the time of service.

Refunds will not be given for any unused portion of a trip. If you choose to deviate voluntarily or do not participate in any of your confirmed activities/itinerary, this portion of the program will be non-refundable and any additional expenses incurred as a result will be your responsibility. All cancellations must be made in writing to LTT; we are unable to accept cancellations by phone. Refunds are processed approximately 6 – 8 weeks from date of scheduled return trip. All Passports must be valid for at least 6 months after your intended return date. No refunds will be granted for denied entry caused by failure to carry a valid passport.

## RESPONSIBILITY:

LTT acts as an agent in making and securing all arrangements for transportation, sightseeing, and accommodations for the tour concerned. LTT does not own, manage, control, and operate any transportation vehicle, hotel, restaurant, boat, ship or any other supplier of services. All coupons, receipts, and tickets issued are subject to the terms and conditions specified by the suppliers. By accepting the tickets and vouchers, you agree (and your parents or guardians if you are a minor) that neither LTT or any of its representatives, shall be liable for any loss, injury, damage to you, your belongings, or in connection with any accommodations, transportation, and other services resulting directly or indirectly from any occurrences beyond its control. This includes breakdown of equipment, strikes, theft, delay, cancellation, or changes in schedule of services. All accommodations, services, and facilities are subject to the laws and customs of the countries in which these accommodations, services, and facilities are rendered. LTT reserves the right to make necessary changes in the itinerary, services to substitute airlines, accommodations or cancel any tour at its own discretion in which case the sole liability of LTT towards the client shall be to refund the money paid. LTT can make the decision to remove a person/s from a tour at their discretion. No refunds apply in this case. Employees of LTT cannot change the terms under which you agree to participate in tours. **LTT is not responsible for typographical errors.** Airlines concerned are not responsible for any act, omission, or event during the time you are not on board their aircraft. The passage contract in use by airlines involved when issued constitutes the sole agreement between you and them, and in purchasing a passage contract as part of this tour, the participant (and your parents or guardians if you are a minor) acknowledge and accept the foregoing conditions.

## WAIVER AND RELEASE OF LIABILITY:

In the absence of gross negligence, in consideration of services rendered and other valuable consideration, The undersigned, his/her heirs, beneficiaries, executors, administrators', employers, agent, representatives, insurers and attorneys, to claim and causes of action for personal property damage of loss, personal medical or hospital costs (including air, land or sea evacuation) personal illness or bodily injury, including pain and suffering, emotional distress, or death, personal economic impairment and other consequential losses.

## NOT INCLUDED:

Domestic Air, U.S. departure taxes, airport security fees, fuel surcharge fees, laundry, alcoholic beverages, telephone calls, internet services, insurance of any kind, airport/hotel transfers for independent arrivals and departures, local airport taxes, visa fees, gratuities for drivers, guides, transfers, cruise personnel.

The undersigned acknowledges that he/she has read this Waiver, Release of Liability and Acknowledgment of Responsibility and Assumption of Risk and that he/she understands its meaning and effect.

**\*PLEASE NOTE THAT RESERVATIONS WILL NOT BE CONFIRMED AND TRAVEL DOCUMENTS WILL NOT BE ISSUED UNTIL ALL NECESSARY FORMS ARE SIGNED AND RECEIVED BY LTT (RESERVATION FORM, CREDIT CARD AUTHORIZATION FORM FOR EACH PAYMENT MADE, TERMS & CONDITIONS FORM AND PASSPORT COPY).**

Name of tour purchase: \_\_\_\_\_

Travel date: \_\_\_\_\_

Print full Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



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