

# Booking Form

Send to: Cultural Tours Ltd  
320 Regent Street  
London W1B 3BB  
Tel: 020 7636 7906 Fax: 020 7436 3053  
Email: info@culturaltours.co.uk

Please complete this form using **BLOCK CAPITALS** and **BLACK** or **BLUE** ink.

## 1. Name(s) of Traveller(s):

Title	Full given names (as shown on passport)	Surname	Date of Birth	Passport No.	Exp. date	Country of Issue	Nationality

## 2. Holiday detail:

Departure date	Tour name	Extension	Flight upgrade	UK domestic flights (local airport name)	Single supplement	Special requests	Visa services

## 3. Travel Insurance:

- Insurance premium should be paid together with your deposit. Please indicate below (tick box), if you require insurance.
- If the travel insurance is taken out with your Travel Agent, please forward a copy of the certificate.

**YES** - I wish to arrange travel insurance (premium to be paid with deposit)







**NO** - my travel insurance has been arranged (enclose copy of certificate)

## 4. Address for correspondence/document:

Address (Please print):		
	Postcode:	
Telephone number:	Fax number:	Email address:

## 5. Remittance with booking:

Deposit £200 per person or 15% of your total holiday cost (which is the greater) plus insurance premium if applicable is due upon booking. An extra 2% band charge will apply for payment by Visa or MasterCard and 3% for payment by American Express. No extra charge for debit card (Switch, Delta or Solo). Full payment if travelling within two months.

Card Type:	<input type="checkbox"/> 	<input type="checkbox"/> 	<input type="checkbox"/> 	<input type="checkbox"/> 	<input type="checkbox"/> 	<input type="checkbox"/> 
Card Holder's Name:						
Card Number: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>						
Start Date:	/	Expiry Date:	/	Issue No: (Switch/Solo)		

## 6. Declaration:

I, the signatory, certify on behalf of persons included on this form by whom I am authorised to make this booking, that I have read, understood and accepted the conditions under which this tour is sold and offered to me.

Signature:
Date:

Your Travel Agent:

ABTA no:

# Booking Conditions

The Company means Cultural Tours Ltd. The Client means every person whose name appears on the Booking Form. The confirmation of booking is subject to the following conditions.

- 01: A deposit of £200 per person or 15% of your total holiday cost (whichever is the greater) must be enclosed together with a signed and completed Booking Form are required.
- 02: Balance of payment must be received by the Company not less than 60 days prior to departure.
- 03: Payment should be made to Cultural Tours Ltd., or your travel agent.
- 04: If full payment is not received in time as described above, the Company reserved the right to levy cancellation charges or cancel the booking.
- 05: Once the booking is confirmed any subsequent changes to the booking which are requested by the Client will be subject to an alteration fee of £35 per person and any further cost we incur in making this alteration. This applies only to changes made more than 60 days before departure, after which, normal cancelling charges will apply.
- 06: In the event of the Client cancelling a confirmed booking the following cancellation charges will apply:-
  - a. Up to 60 days prior to departure: the deposit only will be forfeited.
  - b. 29 - 60 days before: 40% of final invoice
  - c. 15 - 28 days before: 60% of final invoice
  - d. 8 - 14 days before: 75% of final invoice
  - e. 1 - 7 days before departure date or later: 100%Up to 60 days prior to departure, the deposit only will be forfeited. Cancellations are effective from the date on which written notification is received at our office.
- 07: The Company strongly recommends our Clients to take out travel insurance. Details of the insurance cover the Company offers are printed inside the brochure. Premiums should be paid at the time of making the booking and are non-refundable.
- 08: Any modification or abandonment of the travel arrangements by the Client after departure will not be accepted as any basis for claim against the Company.
- 09: All prices quoted in this brochure are based on the exchange rate published in the Financial Times on the 1st working day of October each year. The price of your holiday is subject to surcharges on the following item: CURRENCY. Even in this case, the Company will absorb an amount equivalent to 2% of the holiday price which excludes insurance premiums and any amendment charges. Only amounts in excess of the 2% will be surcharged but where a surcharge is payable there will be an administration charge of £0.50 per person together with an amount to cover agent commission. If this means paying more than 10% on the holiday price, you will be entitled to cancel your holiday with a full refund of all money paid except for any premium paid to us for holiday insurance and amendment charges. Should the Client decided to cancel because of this, the Client must exercise the right to do so within 14 days from the issue date printed on the invoice. Any surcharge arising out of government action will be borne by the client.
- 10: Any unused services or tour arrangements are neither refundable nor exchangeable.
- 11: Should there be any dispute between the Company and the Client arising out of the contract which fails to be resolved amicably, such a dispute may be referred to arbitration under a special scheme devised by the Institute of Arbitrators, by arrangement with the Association of British Travel Agents. The scheme provides for a single and inexpensive method of arbitration of documents along with restricted liability of the Client in respect of costs. It does not apply to claims for an amount of over £1,500 per person or £7,500 per booking form, or to claim mainly in respect of physical injury or illness. Details will be supplied on request.
- 12: Anybody wishing to pay by credit card should be aware that we have to pass on the charge levied to us by the credit card company or our bank for processing such a payment.
- 13: The air holidays and flights in this brochure are ATOL Protected, since we hold an Air Travel Organiser's License granted by the Civil Aviation Authority. Our ATOL number is 2906. In the unlikely event of our insolvency, the CAA will ensure that you are not stranded abroad and will arrange to refund any money you have paid to us for an advance booking. For further information, visit the ATOL website at [www.atol.org.uk](http://www.atol.org.uk).
- 14: Cultural Tours tries never to cancel a client's holiday, but must reserve the right to do so. If Cultural Tours cancels your holiday, it will inform you or your travel agent as soon as practicable and you will have the option of choosing an alternative holiday of a comparable standard or receiving a prompt refund of all monies paid to Cultural Tours for your holiday (excluding any insurance premium or visa charges). The only circumstance in which a holiday will be cancelled less than 30 days before departure is where it is cancelled by reason of force majeure.
- 15: Should the Company find it necessary to cancel a tour before payment of balance price is due the Client will be entitled to full refund of all money paid or an alternative comparable holiday if available. If cancellation should occur after the balance due date, the Company will offer compensation to the Client in the same scale as in Clause 14.
- 16: The law governing the contract between the Company and the Client is the Law of England and the contract is deemed to have been made at our office in London.
- 17: We accept responsibility for ensuring the holiday which you book with us is supplied as described in this brochure and the services offered reached a reasonable standard. We accept responsibility for the acts and/or omissions of our employees, agents and suppliers save where they lead to death, injury or illness except as provided in Clause 18 below. In respect of the services provided by air or sea carriers, our liability in all cases shall be limited in the manner provided by international conventions.

We will not be liable to pay any compensation if we are forced to cancel or in any way change your holiday as a result of situations outside our control which neither we nor our suppliers could foresee or forestall even with all due care. For example technical problems with transport, changes imposed by rescheduling or cancellation of flights by an airline or cruise company, the alteration of the airline or aircraft type, war or threat of war, civil strife, industrial disputes, disease outbreak, natural disaster, bad weather, terrorist activity.

We reserve our right to make any changes to the tour at any time. Minor changes such as alteration of airline/aircraft type/flight time, change of accommodation (including hotel and cruiser) to another of the same standard, change of tour sequence/daily itineraries are considered normal and minor for tours to the Far East and Latin America. Time permitting, any alterations that are known to us will be advised to you at the earliest opportunity prior to departure.
- 18: We accept responsibility for death or illness caused by the negligent acts and/or omissions of our agents together without suppliers and sub-contractors (other than air and sea carriers performing any domestic, internal or international carriage of whatsoever kind) whilst acting within the scope of, or injury caused by the negligence, as accepted under English Law, of our employees agents or suppliers contracted or sub-contracted by us to provide any part of the arrangements of your holiday.
- 19: If any client suffers death, illness or injury whilst overseas arising out of activity which does not form part of the foreign inclusive holiday arrangement or excursions arranged through us, we shall, at our discretion offer advice, guidance and assistance to help the Client in resolving any claim the Client may have against a third party, provided the Company is advised of the incident within 90 days of the occurrence. Where legal action is contemplated our authority must be obtained prior to commencement of proceeding and be subject to the Client's undertaking to assign any costs recovered or any benefits received under an appropriate insurance policy to ourselves. Our costs in respect of the above on behalf of the Client and party shall not exceed £5,000 in total.
- 20: It is the Client's responsibility to ensure that the client has a valid passport and all necessary visas and is in possession of any required medical certificates. We accept no responsibility for the Client's failure to comply with passport, visa and health regulations.
- 21: At the time of booking, we are unable to confirm all the airlines type of aircraft used. However, we will inform you as soon as possible.
- 22: Any money paid by the Client to a Travel Agent is held by that agent as agent for the company, Cultural Tours Ltd.