

**Big Planet Adventures
TRIP APPLICATION**

****Please fax or post completed form to an authorised Big Planet Adventures Booking Agent**

Trip Name:		Trip Dates:	
TRAVELER 1		TRAVELER 2	
Full Name <small>(As Appears On Your Passport)</small>		Full Name <small>(As Appears On Your Passport)</small>	
Preferred First Name		Preferred First Name	
Street Address		Street Address	
City/State/Zip		City/State/Zip	
Telephone (H)		Telephone (H)	
(W)		(W)	
(C)		(C)	
E Mail		E Mail	
SEX <small>(please circle)</small>	Male Female	SEX <small>(please circle)</small>	Male Female
Date of Birth		Date of Birth	
Passport #		Passport #	
Citizenship		Citizenship	
Medical/Allergies		Medical/Allergies	
Emergency Contact Name		Emergency Contact Name	
Emergency Telephone		Emergency Telephone	
Dietary Restrictions		Dietary Restrictions	
Please List Any Other Dietary Needs, Allergies, Medical, or other Concerns		Please List Any Other Dietary Needs, Allergies, Medical, or other Concerns	
Type of accommodation required <small>(please tick)</small>	Single traveler willing to share <input type="checkbox"/> Single traveler paying <i>Single Supplement</i> <input type="checkbox"/> Double (2 travelers, 1 bed) <input type="checkbox"/> Twin (2 travelers, 2 beds) <input type="checkbox"/>		
	If sharing accommodations with a person not on this form, please write the name of the person below. Name: _____		

BILLING INFORMATION

(All amounts in US dollars)

Chosen Method of Payment: (Please circle) ** Booking agents generally charge an additional 2% to 4% for processing payment with credit card

Credit Card Bank Transfer Cheque Cash Other

The booking agent will contact you confirming the amount due in your local currency and give instructions for your payment.

Number of Passenger(s) to be Billed: _____**Total amount for tour: \$** _____**Pay full amount:** **Pay Deposit only:** **\$200**
(Deposit accepted for booking if more than 60 days before trip start day)**Extras:**Single Supplement for tour: Yes Price \$ _____Accommodation: _____ Date IN: _____ Date OUT: _____ Price per night \$ _____ Price Total \$ _____Accommodation: _____ Date IN: _____ Date OUT: _____ Price per night \$ _____ Price Total \$ _____Travel Insurance: _____ Price per day \$ _____ Price Total \$ _____Flights (please specify): _____ Price \$ _____Transfers (please specify): _____ Price \$ _____Other (please specify): _____ Price \$ _____**Total Amount Payable (including Extras): \$** _____**Total in Other Currency (if applicable):** _____**MEDICAL INSURANCE**

Every traveler with Big Planet Adventures must be covered by travel related personal medical insurance. Baggage and cancellation insurance are also highly recommended. I agree to obtain and/or verify that I have the above personal medical insurance, which meets the minimum requirements of Big Planet Adventures, and to provide proof of said insurance to Big Planet Adventures.

Signature of Traveler One: _____**Signature of Traveler Two:** _____**BOOKING TERMS AND CONDITIONS****1. Contract with Big Planet Adventures**

The terms and conditions set forth below (the "Terms") constitute the entire understanding and agreement between Big Planet Adventures (the "Company") and the customer (the "Customer") with respect to any and all bookings, trips or transactions made with the company. These Terms affect the Customer's rights and designate the applicable law and choice of forum for the resolution of any and all disputes. All persons wishing to make a booking must carefully read and understand the Terms. By making a booking by telephone, on our website, by email, or facsimile with the Company or its agents, you accept and are bound by these Terms. There is no verbal or written representation, warranty, collateral agreement, prior agreement, description of services, or conditions, other than as expressed herein. The service to be provided is/are the tour(s) referred to in the booking confirmation.

2. Reservations / Acceptance of Booking

To reserve a space on any trip, each Customer must submit:

- A completed application form
- A deposit of US\$200 per person

The balance of the Trip Cost is due 60 days prior to departure. If a booking is made 60 days or less before the departure date, then the full amount is payable at the time the Customer's booking is confirmed. Acceptance of the Customer's booking must be confirmed in writing by the Company.

3. Payments / Client Details

Payments can be made by credit card, bank transfer, cash, cheque or by whatever means is acceptable by the authorized booking agent. Payment by credit card usually incurs an additional 2 or 3% processing fee applied by the booking agent (depending on the agent's operating policy).

All tour fees stated in these Terms are in US dollar amounts.

If payments are not paid when due, the Company reserves the right to treat the reservation as cancelled. No one will be allowed to depart on a trip unless all payments are necessary documents have been received by the Company. In order for the Company to confirm and guarantee the Customer's travel arrangements, the customer must provide all customer details with their final payment as per the dates specified in (2) above. Customer details include passport number, relevant medical conditions, full name, date of birth, and nationality. If the customer does not provide all the Customers' details within 30 days before departure, a fee of \$50 will be charged to the file.

4. Single Supplement

All accommodations (hotels, etc) are based on double occupancy. We will try to find roommates for single travelers to share accommodations. If no roommates are available then the Customer will be supplied with single accommodation without further charge. If at some stage during the tour the Customer wants single accommodations, the Customer can ask the tour leader to arrange this. If available, the tour leader will arrange this and the Customer can pay the difference in cost directly to the tour leader. There is no guarantee by Big Planet Adventures that such accommodation will be always available.

5. Cancellation by the Customer

If the customer cancels, all reservation deposits will be returned minus a cancellation fee. Cancellations must be in writing, and the date on which the letter is received by the Company or its Agents, will determine the cancellation charges applicable. If made 61 or more days prior to the tour start date the cancellation fee is loss of deposit. If made 31-60 days prior to tour start date, the fee is 50% of total Trip Cost and if 30 days or less prior to tour start date the fee is 100% of Trip Cost.

6. Unused Services

No partial refunds will be given for missed or unused services such as hotel rooms, meals, sightseeing trips or included activities, or for any reason whatsoever (this includes voluntary or involuntary termination – such as sickness, death of a family member, etc.) The Trip Cost is quoted as a package and credits are not given for services not used.

7. Cancellation by Big Planet Adventures

The Company reserves the right to cancel any trip due to insufficient sign-up (not meeting the 2 person minimum), which makes the trip economically unfeasible to operate or for any other reason. If this happens, a full refund of the Trip Cost is given. However, the Company is not responsible for additional or incidental expenses incurred by travelers preparing for the trip (i.e., non-refundable 'Advance Purchase' air tickets, equipment, medical expenses, visas, loss of enjoyment, bank fees for receiving the refund etc.). The company will not cancel a tour less than 60 days before departure except for force majeure, unusual or unforeseen circumstances outside the Company's control.

8. Prices, Surcharges and Validity

As we publish our prices in advance, we may occasionally be faced with significant cost increases due to factors over which we have no control. As such we reserve the right to impose surcharges (or price decreases) up to 60 days before tour start date due to unfavourable exchange rates, increases in air fares or other transport costs, taxes, or if government action should require us to do so. Surcharges will be calculated according to the full extra cost, compared to the original costs and exchange rates. If any surcharge results in an increase of more than 10% of the tour cost excluding insurance premiums, the client may cancel the booking within 14 days of notification of the surcharge and obtain a full refund.

9. Airlines

Our responsibility in respect of air travel is limited by the airline's conditions of carriage. The airlines mentioned in our advertisements may change from those specified, and the Company is not able to specify the type of aircraft to be used by any airline. In addition, the Company is not responsible for losses due to cancelled flights or seats or changed flight itineraries. The Customer cannot cancel the contract without penalty due to a change of airline, aircraft type, or destination. The responsibility of the airline is limited to the carriage of passengers and baggage in accordance with their terms and conditions of service.

10. Delays

Any costs, whether direct or incidental, incurred by the Customer as the result of delays caused by bad weather, road conditions, transportation delays, sickness, government intervention or other contingencies for which the Company or its agents cannot make provision, will not be reimbursed.

11. Changes by the Company

Reasonable changes in the itinerary may be made where deemed advisable for the comfort and well-being of the Customers. While the Company will endeavour to operate all tours as advertised, reasonable changes in the itinerary may be made where deemed necessary or advisable by the Company. If such a change is made, the client will be told at the time of booking. If the major change is due to unforeseen circumstances or circumstances beyond the control of the company then no compensation is payable.

12. Changes by the Customer

Within 60 days of departure, any amendments to a file will depend on availability and will be on a request basis. Any extra costs incurred for making the change will be charged and an amendment fee of \$50 may be applied. No changes can be made within 14 days of departure. This includes booking additional accommodations, transfers or excursions. The Company is not responsible for additional expenses incurred by the Customer as a result of such changes, including but not limited to non-refundable 'Advance Purchase' air tickets, etc.). Note, scheduled airlines may impose 100% cancellation charges.

Transfer of name: If you are prevented from traveling on the tour you booked by circumstances such as those which would permit you to make a claim on a standard cancellation insurance policy, you may transfer your booking to another person, provided they meet all the requirements relating to that tour. More than 60 days before departure, an administrative fee of 10% of the total value of the tour will apply. Within 60 days, name transfers are not permitted.

13. Authority on Tour

The Customer must at all times strictly comply with the laws, customs, foreign exchange and drug regulations of the countries visited. At all times the decision of the Company's tour leader or representative is final on all matters that may threaten the safety or interfere with the well being of the group or individual travelers. Should the Customer fail to comply with this section, or if in the opinion of the tour leader or company representative, the Customer's behaviour is causing or is likely to cause danger, distress or annoyance to others, the tour leader or company representative may order the Customer to leave the tour without recourse to any refund.

14. Medical fitness and health

If the Customer is affected by any condition, medical or otherwise, that might affect other people's enjoyment of the tour, the Customer must advise the Company at the time of booking. It is your responsibility to advise the Company of any pre-existing medical conditions that might reasonably be expected to increase the risk of you requiring medical attention, or that might affect the normal conduct of a trip and the enjoyment of other trip members. The Company strongly recommends a visit to a doctor and dentist before your trip. You can ask the doctor about the current inoculation requirements. As a minimum you must be able to walk without the aid of another person, climb 3-4 flights of stairs, step on and off small boats, and carry your own luggage. While our guides work hard to ensure that all our travellers are catered for equally, it is not their responsibility to help individuals who cannot complete the day's activities unaided. The guide has the right to disqualify anyone at any time during the trip if it is felt that the Customer's continued participation will jeopardize the other Customers involved or the group. Refunds are not given under such circumstances. If in the event a trip member is subject to injury or illness, the company will attempt to secure the best possible medical attention available. However, the company assumes no liability regarding provision of medical care.

15. Baggage

The Company assumes no liability for loss or damage to baggage in transit to and from a Big Planet Adventures trip or while on a Big Planet Adventures trip.

16. Medical Insurance

Every Customer of Big Planet Adventures must be covered by travel related personal medical insurance. This insurance must cover personal injury, medical expenses, air ambulance, repatriation costs, evacuation expenses and all other expenses. The Customer agrees to obtain and verify that he/she has sufficient personal medical insurance coverage for the trip.

17. Travel Insurance

It is strongly recommended that the Customer obtains personal travel insurance, including baggage, cancellation, curtailment, loss of belongings, and all other expenses which might arise as a result of loss, theft, damage, injury, delay or inconvenience occurring to the Customer. When the Customer purchases travel insurance recommended by the Company, the Customer acknowledges that he or she is satisfied with the levels of insurance from the provider. If he or she does not take such insurance through the Company, the Customer understands that the price of the tour does not include any insurance. When obtaining travel insurance the Customer must ensure the insurer is aware of the type of travel to be undertaken.

Travel Insurance is a cost effective way to protect yourself and your equipment in the event of problems due to – Cancelled trips, Delays, Medical problems, Baggage Loss or Damage, and can be purchased through our authorized travel agents, traditional insurers, and online.

18. Publicity

The Customer agrees that the Company may use images of the Customer taken during the trip without recourse to the Customer and without compensation to the Customer, for the publicity and promotion purposes through whatever medium it chooses.

19. Travel Documents

The Customer must obtain and have possession of a valid passport, all visas, permits and certificates, and vaccination certificates, required for the entire tour. The Customer accepts responsibility for obtaining these documents and any other necessary documents and is solely responsible for any adverse consequences resulting from missing or defective documentation. Information or advice given by the Company on visas, vaccinations, climate, clothing, baggage, special equipment, etc. is purely advisory and given in good faith as a courtesy to the Customer. The Company is not responsible for any errors or omissions as to the information provided.

20. Responsibility on Your Tour

All services herein are organized by the Company. Notice is hereby given that all arrangements made on behalf of customers are made by organizers on the sole condition that the organizers shall not be held responsible for any injury, death, accident, delay, loss, damage or irregularity which may be occasioned through acts of any company and/or persons engaged in carrying out the arrangements. The Company acts as an agent for transport companies, hotels and other contractors and shall not be held liable for

