

Off the beaten track

Pukka Holidays

BOOKING FORM

Please read the Booking Conditions carefully, complete details in **BLOCK LETTERS** and return to:-

Off the beaten track, Pukka Holidays, 56 Madginford Road, Bearsted, Kent ME15 8LB, U.K.

DETAILS OF PERSONS TRAVELLING

Title	Name	Surname	D.O.B	Passport No.	Expiry Date	Nationality	Insurance Details

DETAILS OF TOUR / INTL FLIGHTS BOOKED

Tour required	Depart UK	Return UK	No. of Persons	Cost of Tour
Airline / Flight Details	ATOL Holder	ATOL No.	No. of tickets	Cost of international flights

SPECIAL DIETARY REQUIREMENTS

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PAYMENT DETAILS

<p>Deposit This booking form must be accompanied by 20% of the total tour price which is non refundable. Full payment for tour must be sent if your booking is made 6 weeks before departure. Cheques should be made payable to Off The Beaten Track, Clients Trust Account'.</p> <p>Total cost of tailor made tour £ _____</p> <p>Deposit 20% of tour price £ _____</p> <p>Balance of tour price £ _____</p> <p>Cost of Intl Flight tickets £ _____</p> <p>Other £ _____</p>	<p>I have read and understood the booking conditions and accept the prices quoted and confirm that I am authorized to accept them on behalf of all other persons included in this booking. I also accept that all persons listed are themselves responsible for seeing that immigration, insurance and health requirements are fulfilled.</p> <p>SIGNATURE: _____</p> <p>Name & address of person booking: _____ _____</p> <p>Contact in case of emergency (Next of Kin):</p> <p>Name _____</p> <p>Tel. No. _____ Mob _____</p> <p>Date: _____</p>
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56, Madginford Road, Bearsted, Kent ME15 8LB. UK.

Tel / Fax: 01622 630770

Email: info@otbtpukkaholidays.co.uk **Website:** www.otbtpukkaholidays.co.uk

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BOOKING CONDITIONS

1. THE CONTRACT

The person who signs the booking form does so on behalf of him/herself and all others included on it, which means that all are bound by the booking conditions. The person or persons included on the booking form are herein after referred to as 'Customers'. All bookings are made with 'Off the Beaten Track' herein referred to as 'the Company' which sells the TOUR PACKAGE. A separate contract exists between the customer and the ATOL holder for International Flight tickets as listed in Clause 15 below. A contract is entered into once the Customer has signed the booking form and the deposit received by the Company. The booking is only confirmed when the Customer receives the Company's confirmation. The Customer should check the confirmation details carefully and inform the Company of anything that appears to be incorrect.

2. BOOKING

Bookings should be made at least 8 weeks before intended departure date from the UK. Late bookings accepted but subject to availability.

3. PAYMENT TERMS

A deposit of 20% of the total price is required and should be sent with the booking form. The Company must receive the final balance due to the Company at least 6 weeks prior to departure date from the UK. If balance is not paid within the stipulated period, the company reserves the right to treat the booking as cancelled. If a booking is made 6 weeks or less before departure date from the UK, then the full amount is payable at the time of the booking. To keep administrative costs to a minimum, it is the company's policy not to accept credit card payments.

4. ALTERATIONS

a) By Customer

The customer can only be able to make changes to a confirmed booking arrangement more than 28 days before departure. An amendment fee of £25 per person, plus any telephone, fax expenses etc will be charged. These charges will be payable whether or not the Company is successful in conforming the amended reservation.

b) By the Company

The Company reserves the right to change any of the facilities, services or prices before a booking is made. If such a change is made, the Customer will be told at the time of the booking. The Company will use its best endeavors to operate all tours as advertised. However, reasonable changes in the itinerary may be made where deemed necessary or advisable by the Company. If the Company makes a major change the Company will inform the Customer as soon as reasonably possible if there is time before departure. A major change is deemed to be a change affecting at least one day in five of the itinerary. When a major change is made the Customer may choose between accepting the change, obtaining a full refund of all monies paid, or accepting alternative comparable arrangements. No compensation is payable by the Company where the major change is due to force majeure or unforeseen circumstances. Where circumstances are within the Company's control, commiserate compensation is payable to the Customer in accordance with the scale listed in 5. below

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5. COMPENSATION

If for any reason compensation is payable to a Customer it will be on the following scale:

Cancellation notification less than 14 days before departure date from the UK	£20 per person
Cancellation 28 to 14 days before departure date from the UK	£10 per person
Cancellation more than 28 days before departure date from the UK	Nil

6. CANCELLATION

a) By Customer

Any cancellations by the Customer must be made in writing. The date on which the letter is received by the Company or its representatives will determine the cancellation charges applicable. Cancellation charges are expressed as a percentage of the total tour price.

Cancellation by Customer No of Days Notice	Cancellation Charge
Prior to 42 days	Deposit
29 to 42 days	30%
15 to 28 days	60%
4 to 14 days	80%
1 to 3 days	90%
Less than 1 day	100%

b) By Company

The Company reserves the right to cancel the holiday for any reason. However the Company will not cancel the clients holiday within six weeks of departure unless it is for a reason outside the Company's control, force majeure etc.

7. PRICES AND SURCHARGES

The Company reserves the right to impose surcharges upto 4 weeks before departure due to unfavorable changes in the exchange rate, transport costs or if Government action should require it so.

The Company reserves the right to amend prices at any time up until the confirmation of the booking has been sent to the Customer by the Company.

8. ACCEPTANCE OF RISK

The Customer acknowledges that the nature of some tours is adventurous and that such holidays might involve a certain amount of personal risk.

9. TRAVEL DOCUMENT

The Customer must be in possession of a valid passport and all visas, permits and certificates including vaccination certificates' required for the whole of the journey and the Customer accepts responsibility for obtaining the same. Any information or advice given by the Company on visas, vaccinations, climate, clothing, baggage etc. is given in good faith but without responsibility on the part of the Company.

10. FORCE MAJEURE

The Company will do its best to minimize the effects of matters outside its control but cannot accept any liability for these matters which include political disputes, refusal of visa, industrial action, strikes, climate etc.

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11. INSURANCE

The customer is willing to accept full responsibility for insurance up to limits the customer might require. The insurance must cover personal accident, medical expenses, air ambulance, loss of effects, repatriation costs and all other expenses which might arise as a result of loss, damage, injury, delay or inconvenience occurring to the client. It is the customers' responsibility for taking Personal Travel Insurance. The customer is also advised to take up some sort of Insurance against cancellations.

12. COMPANY'S LIABILITY

The Company will accept full responsibility for ensuring that the holiday booked is supplied as described and is of a reasonable standard. The company accepts full responsibility for any negligent act and or omissions of the company's employees, regional partners and homeowners whilst they are acting within the scope of their employment / duties.

The company will not be liable for any damage or loss if the failure to carry out the contract is :

- (1) Attributable to the customer
- (2) Attributable to a third party
- (3) Due to unforeseen circumstances beyond the company's control
- (4) Due to political disputes, border closures, refusal of visas, industrial action, strikes climate etc

In all these cases the company's liability under this paragraph is limited to the total cost of the holiday booked through us.

13. CLAIMS AND COMPLAINTS

If a customer has a complaint against the company, the customer must first inform the regional partner or company representative whilst on tour in order that the regional partner or representative can attempt to rectify matters. Any further complaint must be put in writing to the company within 30 days of the end of the tour.

14. CLIENTS TRUST ACCOUNT.

The company will comply with the Package Travel, Package Holidays & Package Tour Regulations Act 1992 and ensure that all monies paid over by customers under, or in contemplation of a contract for a relevant tour are held in a trust account and monitored by a trustee. Such sums will be held in trust until the contract has been fully performed or any sum of money paid by the customer in respect of the contract has been repaid to him / her or has been forfeited on cancellation by the customer.

15. INTERNATIONAL FLIGHT BOOKINGS

Int'l flights will be booked with ATOL holders for whom we act as agents and flight bookings are subject to their booking conditions. When a flight booking has been accepted by us, we shall issue you an ATOL receipt which conforms that the money for the flight is held with us on behalf of an ATOL holder. A contract will exist between you and that ATOL holder once they issue a confirmation invoice which will be sent to you as soon as we receive it. All other arrangements offered by us are provided under a separate contract from the flight arrangement.

16. THE CONTRACT

This contract is to be construed and any dispute between the parties determined, under the laws of England and Wales.