

TITLE	SURNAME	GIVEN NAMES	DATE OF BIRTH	NATIONALITY	DESTINATION	DEPART DATE	RETURN DATE

DETAILS OF FIRST NAMED PERSON

ADDRESS: _____

TEL HOME: _____ **WORK:** _____ **MOBILE:** _____ **EMAIL:** _____

SPECIAL REQUESTS: (e.g. vegetarian meals, seats allocation, wheelchair)

CAR HIRE/ ACCOMMODATION REQUEST:

TRAVEL INSURANCE

It is strongly advised to take out insurance. Please ask for details

VISAS

Please note that a Visa may be required dependant upon nationality and destination. Please ask for details

PAYMENT

- FLIGHTS DEPOSIT £60 per person (excluding infants)
- CAR HIRE/ACCOMMODATION DEPOSIT 15% of your cost
- INSURANCE 100% of total cost

If the departure is within 6 weeks FULL PAYMENT is due

Flight deposit per person: £ _____ Total: £ _____

Insurance per person: £ _____ Total: £ _____

Car Hire deposit: £ _____ Total: £ _____

Accommodation deposit: £ _____ Total: £ _____

Grand Total: £ _____

If you wish to pay by credit card please enter details here

Card Type: Visa - Mastercard - Diners - Amex - Switch/Maestro - Solo

Name of card holder: _____

Card No: _____

Expiry Date: _____ Security Code: _____

Issue No [Switch/Maestro Cards]: _____

I hereby authorise you to charge the amount shown

Signature: _____

DECLARATION: (to be signed by the first named person)

On behalf of all the persons named above by whom I am authorised to make this booking, I declare that I/we have read and agree to the Booking Conditions and that my/our booking is subject to these conditions. I am over 18 years of age.

SIGNATURE: _____ **DATE:** _____



BOOKING CONDITIONS

1. **THE CONTRACT:** The Contract is between Africa Travel Centre (hereinafter called 'the company') and the person or persons named on the booking form (hereinafter called 'the client')

2. **TO MAKE A FLIGHT BOOKING**
 - a) **ACCEPTANCE OF BOOKINGS:** A booking is only accepted when the company has received a deposit, a completed booking form and the company has issued a confirmation. The company reserves the right to decline any booking.
 - b) **THE DEPOSIT:** A non-refundable deposit must be remitted with the booking form - £60 per person (except infants). In some cases higher deposits are required but this will be advised at the time of booking.
 - c) **FINAL PAYMENT:** Final payment is due to the company 6 weeks prior to departure and the company reserves the right to treat any arrangements as being cancelled by the client if such payment is not received. The company is not obliged to issue or deliver any tickets until final payment has been made.
 - d) **PRICES:** Before accepting a booking the company reserves the right to alter published prices. After confirming the booking the company will only alter prices to take into account factors beyond it's control, e.g. increase in airfare, fuel surcharges.
 - e) **AMENDMENTS:** If the company agrees to alter a booking after the company has confirmed it in writing, the company reserves the right to charge an amendment fee.
 - f) **CANCELLATION BY THE CLIENT:** The client must give notification of cancellation of booking in writing to the company. A cancellation charge equal to the deposit due as shown in booking conditions will apply. Cancellation of issued ticket(s) is subject to a cancellation charge from £60 to 100% of the ticket value, details on request.
 - g) **CANCELLATION BY THE COMPANY:**
 - i. The company may cancel, suspend, alter or withdraw the booking at any time prior to the departure date when final payment is due, in which case the company liability will be limited to refunding all monies received from the client.
 - ii. In the event of force majeure the company may cancel, suspend, alter or withdraw the booking, in which case the company will refund all monies received from the client less any deductions for reasonable expenses incurred by the company.
 - h) **FLIGHT TIMINGS:** The schedules provided by the company are those that have been given to the company by the airline(s) concerned. These are passed on in good faith but do not form part of the contract between the company and it's clients. The company can accept no liability whatsoever for any loss, damage, delay or expense incurred due to flight timings, flight cancellations, changes to type of aircraft or other means of transportation, direction or any other event beyond the direct control of the company.

3. **THE CLIENTS RESPONSIBILITY TO THE COMPANY**
 - a) It is the clients' responsibility to ensure that he carries any passports, health certificates, international driving licences, tickets, vouchers or other documentation required for the arrangements and that these documents are in order.
 - b) It is the clients' responsibility to check in for flights, ground arrangements, hotels and other services at the correct time and place.
 - c) It is the clients' responsibility to re-confirm onward and/or return flights at least 72 hours in advance.
 - d) It is the clients' responsibility to abide by the laws, customs and foreign exchange regulations of the places visited.
 - e) It is the clients' responsibility to meet any costs incurred by the client or the company in respect of the clients' failure to comply with clause 3 (a), (b), (c) and (d) above.

4. **JURISDICTION AND AMENDMENTS TO THIS CONTRACT**
 - a) This contract is made subject to and shall be interpreted and constructed in an English court of law.
 - b) Amendments and additions to the conditions in this contract can only be made by a director of the company and must be duly signed by the director. Unless specifically advised in writing by the company, the contract covers the arrangements described in the publication and nothing shown in any other publication, whether supplied by the company or not, shall form a condition of the contract or shall be confirmed as accurate by the company.