

Student Adventure Tours Participant Registration

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Who is Student Adventure Tours?

Student Adventure Tours specializes in educational tours for youths of all types. With our combined experience, we have worked with tens of thousands of youths from all over Florida. We have planned tours to destinations such as Washington D.C., New York, all over Florida, Atlanta, Canada and Costa Rica. Students, youths, and teachers enjoy our tours because they allow the children to have fun while learning.

SAT is acting solely as an agent in coordinating your tour

We maintain no control over the personnel, equipment or operation of any supplier, assume no responsibility, and can not be held liable for their actions. In the event a supplier does not perform according to contract, we will do our best to remedy the situation. SAT reserves the right to substitute accommodations or services of comparable quality, or make revisions to your itinerary if the advertised services become unavailable or for any unforeseen circumstances. The tour participant agrees that SAT shall not be liable for any damage, loss or expense occasioned by any act or omission of any supplier providing tour services or of any other person. All tour prices are based on rates contracted many months in advance of the tour dates and are subject to change without notice. Any unexpected rate increases or change in suppliers' policies will be the responsibility of the tour participant.

PAYMENT POLICY

Choose Payment Form:

Group Payments

The school collects money from tour participants and remits a single check to the tour company according to the detailed schedule below.

Individual Payments

Parents send individual payments directly to the tour company according to the detailed schedule below.

Note: In both cases, the teacher/group leader is responsible for making sure that all payments reach the tour company according to the agreed upon schedule, and that all deadlines are met.

Payment will be accepted in four installments. No credit card payments will be allowed.

Confirmation Payment - (deposit is non-refundable)

Due to SAT _____ for the amount of \$ _____ (100) pp*

Payment 2

Due to SAT _____ for the amount of \$ _____ pp

Payment 3

Due to SAT _____ for the amount of \$ _____ pp

Final Payment

Due to SAT _____ for the amount of \$ _____ pp**

*All services with suppliers will be confirmed after receipt of this deposit. Any tour destination that includes **theater tickets will require an additional \$50 per person payment** as the confirmation deposit. Final payment is due 45 days before departure.

Late Payments

In the event payments are made late, the tour company is not responsible for any canceled services, and a charge of \$100 per service will be assessed for rebooking. In the event that the reinstated services are more expensive, the client is responsible for paying the difference. The tour company will do everything in its power to prevent this occurrence and therefore will appreciate the client's cooperation in meeting the deadlines of payments according to the agreed upon schedule above.

A charge of \$25 will be assessed for each returned check in addition to all bank charges. All late payments will be charged an additional 10% of the amount due.

Travel Insurance

SAT highly recommends that you protect your investment by purchasing the **Access America Travel Insurance Plan**. This valuable protection includes: Trip Cancellation & Interruption, Travel & Baggage Delay, Emergency Medical Expense & Transportation, Travel Accident Coverage. For detailed information please call **1-800-284-8300** and refer to Application #**CT 971192414-8853**

Please note: For any special requests, apply to your tour leader

Student Adventure Tours Tour Participant Registration

1. Return to GROUP LEADER along with Confirmation Deposit.
2. Only one (1) participant per form.
3. Please type or write clearly.
4. Make check payable to: _____

School Name: _____

Tour Leader: _____

Tour Destination: _____

Name: _____

Address: _____

City: _____

State & Zip: _____

Phone: (_____) _____

Birthdate: _____ Male Female

I have read, understood & agreed to the above policies. I have received and read the Tour Guidelines on the back of this form.

Parent/Adult/Guardian Signature: _____

Date signed _____

Tour Participant Registration Procedures and Policies

Complete this "Tour Participant Registration Form" in full. One form is required for each passenger. This form can be photocopied or additional forms can be obtained from the group leader.

Return the "Tour Participant Registration Form" and your check as detailed below, to your group leader by the due date. Space is limited and reservations are on a first come first served basis. The price of your tour is based on a minimum number of participants. Once the minimum number of participants has registered, and the confirmation deposit is paid, your tour will be confirmed. In the event your group does not attain that minimum number, your Group Leader will make the decision whether to cancel your tour, increase the price of your tour, or deduct services or options to make up for the missing participants. If the tour is canceled, you will receive a full refund.

Cancellation Policy & Procedures

You must complete a Passenger Cancellation Form. Ask your Tour Leader for a copy. The completed form must reach the Tour Company no later than 60 days prior to the tour departure date.

Refunds

After the first deposit is received, the refund amount is dependent upon how far in advance the space is canceled.

60 days or more prior to departure

Passenger will be subject to a penalty equal to 50% of the per person tour price or the total amount of the deposit paid to date, whichever is greater. Penalty can be reduced by substituting another passenger in your place. In this case, the refund amount will depend upon additional expenses incurred as a result of airline name changes, etc.

59 - 37 days before departure

Passenger will be subject to a penalty equal to 75% of the per person tour price or the total amount of the deposit paid to date, whichever is greater. Penalty can be reduced by substituting another passenger in your place. In this case, the refund amount will depend upon additional expenses incurred as a result of airline name changes, etc.

30 days or less prior to departure

There is a 100% cancellation penalty. Passenger will not receive any refund, however, another passenger can be substituted. The new passenger must pay a registration fee but can assume your payments. On tours that include an airline flight, change-of-name is subject to the airline's policies and an additional penalty fee may apply.

Adding Passengers

When your application is approved/confirmed, we will indicate the maximum number of passengers allowed on the tour. You can add passengers up to this level, until 60 days prior to the tour, by sending us a Tour Participant Registration Form with the total payment due to date. After receipt of this registration form, the tour company will confirm all necessary services. The tour company will evaluate the group size and determine whether the additional passenger application can be accommodated. Adding passengers 59-31 days prior to departure is subject to a charge of \$50 pp.

Rooming List, Change in Rooming Arrangement

Your group leader is responsible for creating the rooming breakdowns and arrangements for the participants. Any inquiries regarding rooming arrangements should be directed to the group leader. We cannot guarantee adjoining rooms. Purchasing an upgrade will guarantee the type of room you requested. Any changes within 60 days of the tour date will be charged a \$25 fee.

Questions Concerning Your Tour, Special Requests, Final Itinerary

All questions and special requests should be directed to your Group Leader or Parent Tour Liaison (PTL). You will receive from your group leader the final itinerary including your hotel name and phone number prior to departure of your tour.

Note

Should any litigation, involving the parties, arise out of this contract, and Student Adventure Tours prevails, Student Adventure Tours shall be entitled to recover all reasonable attorneys fees and costs incurred at the trial and appellate levels. All legal proceedings against Student Adventure Tours shall be instituted in the courts of Florida only, and any claims involved in such proceedings shall be decided in accordance with Florida law.

Tour Price Per Person (based on 4 per room)\$ _____

Confirmation Payment due by: _____

in the amount of : \$ _____

Hotel Room Upgrade (Choose One).....\$ _____

Single Room \$ _____ per person

Double Room \$ _____ per person

Triple Room \$ _____ per person

Total Amount Enclosed\$ _____

It is highly recommended that you purchase Trip Cancellation Insurance. For more details call 1-800-284-8300.

I will purchase trip cancellation insurance: Yes No.