

POLITICALTOURS

Travel beyond the headlines

BOOKING FORM

NAME OF TOUR _____	DATES _____
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TRAVELLERS' NAMES Give your name as you would like it to appear on documents issued to other tour participants – in block capitals please. 1 _____ 2 _____	ROOM TYPE – please tick <table border="1"><tr><td>Twin 2 beds</td><td>Double 1 bed</td><td>Single</td></tr><tr><td>_____</td><td>_____</td><td>_____</td></tr></table>	Twin 2 beds	Double 1 bed	Single	_____	_____	_____
Twin 2 beds	Double 1 bed	Single					
_____	_____	_____					

YOUR DETAILS – in block capitals please

Address

Postcode

Telephone (home)

Telephone (work)

Mobile

Fax number

Email

Tick to receive updates by email.

Date of birth

Traveller 1

Traveller 2

YOUR NEXT OF KIN or contact in case of emergency.

Name

Address

Postcode

Telephone

Relationship

FURTHER INFORMATION or special requests.
Please mention dietary requirements.

Please state if you have a professional or academic interest in politics or foreign affairs.

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Registered Company Number 7066167

All bookings with Political Tours Ltd are insured under the UK Package Tour Regulations by IPP Ltd. For further information see www.ipplondon.co.uk.

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HOW TO BOOK AND PAY

There are two steps to booking a tour:

1) Booking and Deposit

In order to confirm your chosen tour, a deposit of £350.00 per person is required. On occasions this sum may be higher, but we will inform you at the time of booking if this is the case.

We will then send notification that we have confirmed your booking. All our tours require a minimum number of clients for a tour to go ahead. If we do not meet this figure we may cancel a tour and will return your deposit.

2) Payment in Full

Full payment must then be made 8 weeks before departure, upon which we will send you further details of the tour.

If we do not receive all payments due in full and on time, we are entitled to assume that you wish to cancel your booking. In this instance, we will be entitled to retain your deposit.

Payment may be paid by cheque through the post, by transfer to our bank account or by credit / debit card over the telephone. We do not keep details of your credit card information as these are entered directly into our banking system over the phone. There is a charge of up to 3% for credit card bookings.

We also require that you provide us with details of your travel insurance as defined by our booking terms and conditions before departure.

Land Only Tour Operator

Political Tours is a land only tour operator. Our tour costs do not include flights and clients need to make their own travel plans to and from our destinations. We can, however, provide the details of routes, flights, and agents with whom you can make a booking.

Insurance and Hazards Inherent in Our Tours

It is in the nature of the itineraries we offer that the British Foreign and Commonwealth Office, whose advice is the standard for the British insurance industry, may have advised against all but essential travel in areas that we cover or pass through on our tours. We require all our clients to be insured to cover such an eventuality.

Your policy must also include comprehensive medical cover, i.e. the costs of evacuation and repatriation from the remote destinations included in your tour in the event of illness or accident, in addition to other medical requirements.

Please see the essential information section of the tour you are booking as well as our booking terms and conditions on the website for further details.

Health and Safety Standards

It is in the nature of some of the destinations and areas we cover that standards of health and safety will not be the same as in the UK and may often be lower. Please check the Foreign and

As a tour company that specialises in politics and international affairs we have specific conditions that concern the risks inherent in some of our tours. There is a brief overview of some of these below. It is important, however, that you read the full version of our Terms and Conditions before you book.

Commonwealth Office travel website at www.fco.gov.uk/travel or call 0845 850 2829 to help you make informed decisions about your safety abroad.

Pre-existing Medical Conditions and Disabilities

Please inform us of any pre-existing medical conditions or disabilities that could affect your holiday. Please ensure that you travel with sufficient supplies of medication. When flying always pack enough medication in your hand luggage to tide you over should flights be delayed or your hold luggage go missing.

Your Booking is Insured

In accordance with "The Package Travel, Package Holidays and Package Tours Regulations 1992", all passengers booking with Political Tours Ltd are fully protected for the initial deposit and subsequently the balance of all monies paid to us, including repatriation if required, arising from cancellation or curtailment of your travel arrangements due to the insolvency of **Political Tours Ltd**.

There is no requirement for financial protection of day trips, and none is provided. This insurance is only valid for packages booked that **DO NOT** include flights.

Consumer aware: Your booking is insured by IPP Ltd and its panel of insurers. This insurance is only valid for passengers who book and pay directly with/to **Political Tours Ltd**. For further information please go to www.ipplondon.co.uk.

This insurance has been arranged by International Passenger Protection Limited and underwritten by insurers who are members of the Association of British Insurers & Lloyds Syndicates.

Cancellation Charges

Should you need to cancel your tour once it has been confirmed, the party leader must immediately notify us in writing.

Notice of your cancellation will only be effective when we receive it in writing at our offices. In the event of cancellation, the following cancellation charges will be payable:

Period before departure within which written notification of cancellation is received by us	Cancellation charge per person
Up to 56 days	Deposit
55 to 28 days	50%
27 to 15 days	75%
14 days or less	100%

Where the cancellation charge is shown as a percentage, this is calculated on the basis of the total cost payable per person cancelling excluding amendment charges. Any insurance premiums paid by you and amendment charges are not refundable in the event of cancellation.