

BOOKING FORM

Name of tour:

Departure date:

A YOUR DETAILS

PASSENGER 1

Your title (Ms, Mrs, Mr, Dr etc): Your full name (as it appears on your passport):

Preferred first name: Date of birth:

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Postal Address:

State: Postcode:

Email:

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Phone:

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Mobile:

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Passport number: Expiry date:

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Frequent flyer number(s) Seating (Aisle or window)

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Name and contact number of next of kin (emergency contact only):

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Relationship to you:

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PASSENGER 2

Your title (Ms, Mrs, Mr, Dr etc): Your full name (as it appears on your passport):

Preferred first name: Date of birth:

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Postal Address:

State: Postcode:

Email:

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Phone:

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Mobile:

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Passport number: Expiry date:

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Frequent flyer number(s) Seating (Aisle or window)

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Name and contact number of next of kin (emergency contact only):

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Relationship to you:

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PROOF OF IDENTITY Please provide a photocopy of the photo page of your passport together with this booking form.

ROOMING PREFERENCES I am travelling: on my own with a friend or family member. Name of friend or family member (if not passenger 2)

I/we would like: a room for sole occupancy a twin-bedded room a double-bedded room

B YOUR SPECIAL REQUIREMENTS

MEAL REQUIREMENTS/ALLERGIES

Please indicate below if you have any special dietary requirements. Appropriate meals will be requested for you on all flights and group meals based on this information.

PASSENGER 1

I do not have any specific dietary requirements or allergies

I have the following specific dietary requirements/allergies

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PASSENGER 2

I do not have any specific dietary requirements or allergies

I have the following specific dietary requirements/allergies

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MEDICAL CONDITIONS

Please indicate below if you have any serious health issue that may affect your travel insurance coverage, your physical capacity to undertake some activities on tour or may otherwise need to be considered by the tour leader/manager during the tour.

PASSENGER 1

I have no specific medical condition that Academy Travel needs to know about

Academy Travel needs to know about the following medical condition(s)

PASSENGER 2

I have no specific medical condition that Academy Travel needs to know about

Academy Travel needs to know about the following medical condition(s)

C YOUR TRAVEL PLANS

- I/we wish Academy Travel to arrange air travel from Australia.
- Economy Class. Business Class.
- I/we will organize our own air travel.
- I/we are undecided about air travel. Please contact us to discuss the available options.
- I plan to leave Australia before the tour commences.
- Planned departure date:
- I intend to take part in the extension tour offered in the itinerary (if applicable).

I/we plan to undertake additional travel before/after the tour and would like Academy Travel to organise this (please describe destinations and length of stay required below).

To discuss your travel arrangements please contact the travel consultant for your tour. You can also email enquiries to info@academytravel.com.au.

D YOUR ACCEPTANCE OF BOOKING CONDITIONS

PLEASE READ CAREFULLY AND SIGN BELOW

DEPOSITS

A deposit of \$500 per person is required to confirm your booking on a tour. Final payment of the tour fee, insurance and any additional travel will be due 60 days before departure.

CANCELLATION FEES

If you decide to cancel your booking the following charges apply:

More than 60 days before departure: \$500*

60-45 days before tour start: 25% of total amount due

44-15 days before tour start: 50 % of total amount due

14 days or less before departure: 100% of total amount due

**This amount may be credited to another Academy Travel tour within 12 months of the original tour you booked.*

UNUSED PORTIONS OF THE TOUR

We regret that refunds will not be given for any unused portions of the tour, such as meals, entry fees, accommodation, flights or transfers.

TRAVEL INSURANCE

Academy Travel requires all participants to obtain comprehensive travel insurance. We offer a comprehensive policy with a reputable insurer if required.

PASSPORT AND VISA

A valid passport is required for all international travel. If you do not hold an Australian passport you may require a re-entry permit. Some countries require a visa to be issued before you depart Australia. We will advise you of all passport and visa requirements, but it is your responsibility to ensure that you meet passport and visa requirements before you depart.

WILL THE TOUR PRICE CHANGE?

If the number of participants in a tour is significantly less than budgeted, or if there is a significant change in exchange rates Academy Travel reserves the right to amend the advertised price. If this occurs you will be given the option of canceling your booking and obtaining a full refund. If an Academy Travel tour is forced to cancel you will get a full refund of all monies paid.

WILL THE ITINERARY OR AIRLINE CHANGE?

Occasionally circumstances beyond the control of Academy Travel make it necessary to change airline, hotel or to make slight amendments to daily itineraries. We will inform you of any changes as soon as they occur.

FINAL PAYMENT

Full and final payment for the tour, airfare travel, insurance and any additional travel you book is due 60 days before departure. Payment may be made by bank deposit, cheque, cash or credit card. Please note there is a surcharge for payments made by credit card.

- I/we accept the conditions on this booking form
- I/we have read the information about the physical requirements of the tour in the detailed itinerary and confirm that I/we are able to meet these requirements.

Signature:

Date:

E DEPOSIT PAYMENT

A non-refundable \$500 deposit is required for each person listed on this booking form. Please indicate which method you have chosen to pay your deposit:

Number of passengers: Amount of deposit: \$

Paid directly by cheque (Please make cheques payable to Academy Travel)

Paid by credit card (Please complete details below)

MasterCard Visa American Express

Card Number:

3 or 4 digit security code: Expiry date:

Name on card:

Amount: \$ Date:

Signature:

F SEND

Please send your completed booking form to:

Academy Travel
GPO Box 5057
Sydney NSW 2001

or fax it to (02) **9235 0123**

Additional booking forms can be downloaded from our website: www.academytravel.com.au

ADFAS TRAVEL

THE ASSOCIATION OF AUSTRALIAN DECORATIVE & FINE ARTS SOCIETIES

ADFAS Travel is managed by Academy Travel Pty Ltd

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