

## TOUR RESERVATION FORM

TOUR NAME: \_\_\_\_\_ DEPARTURE DATE: \_\_\_\_\_

**Secure Flight** - New TSA Regulations being implemented by the Department of Homeland Security requires us to collect the information listed below. It will only be used to book your flights. For a full description of the changes please call AFC.

### GUEST # 1

Name as on Formal ID: First: \_\_\_\_\_ Middle: \_\_\_\_\_ Last: \_\_\_\_\_

Gender:  Male  Female Date of Birth: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Nickname: \_\_\_\_\_

### GUEST # 2

Name as on Formal ID: First: \_\_\_\_\_ Middle: \_\_\_\_\_ Last: \_\_\_\_\_

Gender:  Male  Female Date of Birth: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Nickname: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_ Cross Street: \_\_\_\_\_

Telephone: ( ) \_\_\_\_\_ E-Mail Address: \_\_\_\_\_

Special Needs on Tour: (Food, Wheelchair, Medical, etc.) \_\_\_\_\_

**PICK-UP ADDRESS (if different from above):** \_\_\_\_\_

### PREFERENCES (Check):

- Request share with another single (See Single Traveler Policy)  Single at additional cost  
 Smoking  Non-Smoking  Either  
 Traveling with another passenger or another couple: \_\_\_\_\_  
We wish to have:  Shared Room  Two Single Rooms  Adjacent Rooms  One Bed  Two Beds

**DEVIATIONS: I/We will be extending or deviating from the published Itinerary (\$50 extra pp):**  YES  NO

**AIR:** Seating assignments are on "request only" and are assigned "as available" by the carrier and are not guaranteed. However, AFC will do its best to accommodate you whenever possible. Southwest Airlines does NOT assign seats.

**Seat Requests:**  Window  Window & Adj.  Aisle & Adj.  Aisle  Aisle & Across

**Require wheelchair(s) at airports:**  Yes  No Passenger Name: \_\_\_\_\_

**LAND ONLY:**  I/we will make my own flight arrangements and WAIVE HOME SHUTTLE SERVICE.

**NOTE: AFC must receive this completed form before your Final Documents can be mailed out!**

### FILL IN CREDIT CARD INFORMATION BELOW ONLY TO HAVE A PAYMENT CHARGED AT THIS TIME

**FORMS OF PAYMENT:** AFC prefers payment by personal check. However, we also accept cashier's checks, Visa, America Express, MasterCard and Discover Card for all payments.

Credit Card #: \_\_\_\_\_ Amount to Charge: \_\_\_\_\_

Expiration Date: \_\_\_\_\_ Cardholder: \_\_\_\_\_

### **TRAVEL INSURANCE - Includes Trip Cancellation, Interruption, Medical, & Baggage Insurance: (Please Check)**

- Yes, I/we wish to purchase the optional Travel Insurance (Ask AFC for detailed brochure). (Policy # \_\_\_\_\_)  
 No, I/we do not wish to purchase any form of Travel Insurance, and I/we assume full responsibility for all penalties and administrative charges should I/we cancel for any reason.

**Please sign off on: Travel Insurance Offer + I/We have read & agree to Terms & Conditions of Booking as stated on reverse side.**

CLIENT SIGNATURE REQUIRED

DATE

(PLEASE SEE REVERSE)

# TERMS AND CONDITIONS:

## PLEASE READ CAREFULLY:

**DEPOSITS/ PAYMENTS:** A \$350 per person deposit is due at the time of booking. For tours with airfare, a second deposit of \$500 per person is due at 135 days prior to departure to help cover tour vendor deposits. Your payment schedule will be mailed with your invoice.

**FINAL PAYMENT DUE:** 75 Days prior to departure (90 days for Holiday tours). If booked after final payment, the airfare portion of the tour may increase. AFC accepts Check, MasterCard, VISA, Discover (Check only for Cash Discounts).

**REFUNDS:** The following refund schedule applies to all AFC operated tours.

A \$150 fee if cancelled anytime prior to final payment (75 days before departure / 90 days prior for holiday tours). Please note that Travel Insurance will cover this cost if you cancel for a covered reason.

74-60 days	75% Refunded of Full Price, less any non-refundable air line, train, or theater tickets.
59-30 days	50% Refunded of Full Price
29-15 days	25% Refunded of Full Price
14 days or less	No Refund

For Cruise line & Travel Partner programs, ADD \$200 to the penalties they impose plus any air penalties that apply.

AFC Tours must be notified of all cancellations IN WRITING. Date of cancellation is considered to be the first business day that AFC receives this written notice. Name changes, transferring to a different tour or departure date are considered cancellations and are subject to AFC cancellation policies.

AFC strongly recommends you purchase cancellation, medical, & baggage insurance for your vacation. This valuable protection is available from AFC - call for details.

**HOME PICKUP AIRPORT SERVICE** is included on most AFC & Travel Partner Tours, and many 7-day or longer air/sea cruises. It is based on transferring you to & from your nearest gateway airport using one of the 9 metro airports listed. Additional charges will apply to customers who live outside our pick-up areas but still desire this valuable service. The extra charge will be quoted at the time of booking. If you choose not to use this service, a \$50 per person credit will be given by AFC.

**CHANGES, DEVIATIONS & EXTENSIONS:** AFC Vacations is happy to assist you with any changes to our Land/Air package. However, a booking of this type requires additional staff time & telephone calls. Therefore, a \$50 per person non-refundable change fee will be assessed for the initial change, deviation or extension, in addition to any other supplier charges. \$25 per person will be charged for any further changes. Home shuttle is available only for the day you travel with the group, and is not available with a Land Only package.

**SMOKING:** Smoking is NOT allowed on any transportation provided by AFC Vacations.

**ENTRY INTO CANADA & MEXICO:** U.S. citizens are NOW required to have a valid US passport if arriving by air, land, or ship.

**BAGGAGE:** Hotel portorage for one suitcase is included. Dimensions not to exceed 30"x18"x10" (58 linear inches) and weight not to exceed 50 Lbs. A charge of \$5 per hotel will be collected by the tour manager if a 2nd piece is checked. One suitcase per person (no overweight fees) is included on airline flights (subject to Southwest Air free bags policy). One carry on luggage + 1 personal item per person (both you must carry) are allowed.

**NOT INCLUDED IN THE TOUR PRICE:** Items of a personal nature such as laundry; telephone; mini bar; alcohol; beverages & meals not included in the tour itinerary; gifts; optional excursions; trip cancellation insurance; all airline bag fees; passport, visa, & vaccination charges; tips to your tour manager, coach driver, local city guides, cruise ship & train staff.

**LAND ONLY:** If an AFC vacation is purchased "Land Only" where the customer provides their own airfare, the tour or cruise begins and ends at the first & last hotel or at the pier. Any penalties arising from a schedule change or cancellation made by AFC or any suppliers will be at the client's responsibility & expense.

**CALIFORNIA "SELLER OF TRAVEL"** - AFC Tours Inc. (DBA AFC Vacations) is a registered member of the State of California's "Seller of Travel" program CST# 2015544-40. In accordance with State regulation, AFC Tours maintains a trust account into which all tour deposits and final payments are deposited.

**NOTE:** All taxes, fees, and charges are subject to change, including airport, city and hotel taxes, or fuel surcharges or bag fees, imposed after publication of our prices. If there are changes to fuel surcharges & other fees, the customer will be responsible for these pre-paid increases and will be advised prior to departure. An AFC "partner program" is one that is offered to the public but operated by one of AFC's travel partners. Gateway arrival & departure cities, airline, routing, and business class air are subject to availability and change and/or deletion without notice. Regional airports used interchangeably. Returned checks and late payments are charged \$35. Efforts have been made to produce this information accurately. We reserve the right to correct errors. Prices, exchange rates and conditions in this brochure are effective as of August 20, 2009 and supercede those in any previous publications. Passengers originating from different cities and/or traveling with other passengers are not guaranteed to be on the same flights. Order of events & routing may change. It is not possible to provide individual assistance to a tour member for walking or personal needs. Frequent Flyer Miles are not available on all

AFC group negotiated fares and AFC cannot assist in obtaining this credit.

**RESPONSIBILITY- Consumer Disclosure Notice:** Please read these terms & conditions carefully, as your deposit and payment for a trip constitutes consent to all conditions and general information contained in this brochure. These trips are arranged by AFC Tours Inc. (AFC). It has made the travel arrangements as agent for the transportation carriers & other suppliers (SUPS) of services connected with the tour, all of which are independent contractors. AFC in no way owns or operates the vehicles or facilities to be used during the trip, and does not guarantee or assume responsibility for the acts and or omissions of SUPS, their employees, agents, bankruptcy, etc. All bookings are accepted subject to the conditions imposed by SUPS and AFC, including airline, cruise, rail, motorcoach, hotels, restaurants, insurance, & other companies, firms or persons involved with the trip. AFC will make no refund in the event of their delay, cancellations, overbooking, strike, force majeure, or for elements of the package not used by the customer. If there is a difference between the AFC conditions and those published by a SUP, the conditions of SUP shall apply. Price quoted is per person double occupancy. AFC reserves the right to change the hotel, advertised tour manager, cruise host, itinerary, or airline, or adjust rates whenever in its sole judgment conditions warrant, or if AFC deems it necessary for your comfort, convenience or safety. Trips outside the USA require a valid US passport. You are responsible for, & release AFC from, any passport, visa, vaccination requirements, & safety conditions in travel destinations. For medical info, call the U.S. Public Health at 800-232-4636 or [www.cdc.gov/travel](http://www.cdc.gov/travel). Also call the State Dept. for travel advisories at 202-647-5225. AFC reserves the right to decline to accept any person as a member of the tour, or to require any participant to withdraw from the trip at any time who presents a significant risk to the health or safety of himself or others which can not be eliminated or reduced to an acceptable level by AFC's reasonable accommodation. AFC reserves the right to correct an error in the advertised price prior to your departure. A contract is made when your reservation and payment are accepted by AFC of San Diego, CA and any dispute shall be governed by California law & subject to the jurisdiction of the County of San Diego, CA. In calculating the cost of your trip, AFC has relied on your consent to these terms & in the absence of this release, the trip cost would have been higher. AFC will not be responsible to any person for expense, loss of time, money or other circumstance resulting from a change in itinerary or change of tour arrangements. AFC also reserves the right to cancel a tour (including guaranteed) prior to departure & in such case all payments made to date will be refunded & shall constitute full settlement. AFC reserves the right to alter its refund policy when a large amount of cancellation is due to a terrorist act, war, regional hostilities or lack of transportation.