

- 1. Agreement:** Payment of deposit and/or receipt of a signed booking form indicates acceptance of the terms and conditions of this tour as outlined below.
- 2. Confirmation and Deposits:** All bookings are subject to availability and will only be confirmed upon receipt of the completed booking form and or the receipt of a deposit per person as outlined in the payment schedule below
- 3. Tour Pricing:** Airfares, taxes and fuel surcharges quoted at the time of booking, time of invoice and time of payment are all subject to fluctuation and are re-calculated on the day of ticket issuance. Government taxes and airline fuel surcharges are beyond the control of Total Sports Travel Sports Pty. Ltd. (hereafter to be referred to as TST) and we reserve the right to collect additional funds where applicable. TST make every effort to protect pricing based on currency fluctuation, however TST reserve the right to collect additional funds in the event of significant fluctuation beyond the control of TST. Any air fare increases, tariff surcharges applied by any supplier prior to departure must be borne by the passenger(s). Should any of these terms be unacceptable, the passenger(s) reserves the right to cancel the reservations held, subject to the cancellation charges.

4. Payment Schedule:

- (a) Non-Refundable Deposit** **50% deposit upon booking**
(b) Final Payment **60 days prior to departure**

Please note bookings will be accepted after this date subject to availability. Bookings made inside this period, full payment is required upon reservation.

5. Payment Methods: All payments sent to Total Sports Travel must include the tour name, invoice number and surname:

Credit Card: A merchant fee of 3% will be applicable for all credit card payments

Direct deposit and money direct: If payment is made via direct deposit (or Money Direct) payment will not be deemed to be received until it appears on our bank statement unless the payer can provide a receipt of transaction.

Personal cheque, bank cheque and money order: Payments received by this method must allowed 3 – 5 working days for cheque clearance before payment will be deemed as received.

6. Amendment Fee: TST recognise your situation can change and therefore we offer you your first amendment free of charge (one change per booking not per passenger). All other amendments will be charged at \$75.00 per person. This applies to fees imposed by TST. Amendment fees applied by airlines and other suppliers may be applicable from first change.

7. Cancellations: Cancellations must be received in writing by TST. Cancellations prior to the departure date of the tour will incur the following fees: +45 days = 50%; 44 – 15 days = 75%; 14 days or less = 100%. Cancellation of airfares/land operators is pursuant to the terms and conditions applicable to that supplier.

8. Itineraries: TST or any of our suppliers reserves the right to alter any part of the suggested itinerary. Notice will be given prior to departure if changes have been made.

9. Tickets & Delivery: The face value of the ticket is not necessarily the actual price paid by the provider of such tickets, as prices are often inclusive of license fees and royalties paid, and for many events are sourced through legally registered overseas ticket brokers. TST employ couriers and postage providers for the delivery of documentation and cannot accept responsibility for the loss or misdelivery of packages. It is the responsibility of the passenger to provide accurate delivery addresses that may necessitate a signature upon delivery. Tickets are non replaceable, non refundable and non transferable and not redeemable for cash. In the event of loss for any reason TST we will make every effort to assist in their recovery but no guarantee can be made.

10. Unused Tour Services: No refund will be given on any unused services.

11. Passport and Visa's: Total Sports Travel are not responsible for passport, visa requirements, entry, health or other requirements of the countries visited or for any loss sustained by the passenger for failing to comply with laws, regulations, orders and/or requirements. **Australian passport holders require a minimum of 6 months remaining validity on their passport**, it is the responsibility of the passenger to ensure their passport meets this requirement as boarding may be denied due to insufficient passport validity. Non Australian passport holders are responsible for arranging any extra visas and re-entry requirements.

12. Luggage: Luggage and personal effects are at passengers own risk and responsibility. Some airlines charge additional fee's for check in baggage and all carriers charge excess baggage fee's. It is the responsibility of the passenger to ensure they meet the minimum requirements and to notify TST of their baggage requirements.

13. Travel Insurance: Travel Insurance is strongly recommended to guard against unforeseen circumstances preventing you from travelling and to protect your healthy and belongings whilst you are away. TST offer a range of comprehensive policies and it is the responsibility of the passenger to notify TST of their intention to purchase a policy. TST accept no responsibility should passengers elect to insure themselves elsewhere or to decline travel insurance. Failure to notify TST of the requirement of Travel Insurance indicates that insurance has been declined or has been arranged through another provider.

14. Tour Exclusions: Charges for passports; visas; meals not specified in the itineraries; beverages; laundry; excess baggage charges; items of a personal nature; vaccinations and inoculations; expenses for guides and transportation not included in the itineraries; insurance cover; and airport taxes except specified.

15. Disability: It is the responsibility of passengers with a disability or requiring assistance to notify TST at the time of booking so appropriate assistance can be arranged.

16. Liability: TST does not accept any liability for the acts, omissions or default, whether negligent or otherwise, of persons providing services in connection with the passenger's package and over whom TST have no control. TST shall not be liable for any injury, damage, loss, accident, delay or irregularity that may be caused or arising during any tour under its management, sponsorship, procurement, or otherwise notwithstanding that the Company's principal may be a foreign company, corporation or person. It is the responsibility of the passenger to ensure he or she is in possession of travel documents and that they are in compliance with the current government and transportation company's regulations. The transportation companies or firms shall be exempt from liability in respect of any detention, delay, loss, damage, sickness or injury however and by Whomsoever caused and of what ever kind occurring of or to passengers at any time when the passenger is not on board a carrier or conveyance used or operated by the transport companies or firms.

I have read, agreed and understood the booking reservation and ticket purchasing conditions.

In lieu of a signed declaration of acceptance of our terms and conditions it is understood that payment of deposit indicates acceptance of the terms and conditions of this tour as outlined below.

Signature: _____

Name: _____ **Date:** ____/____/____

TOTAL SPORTS TRAVEL – TRAVEL AGENTS BOOKING & CONDITIONS FORM

TOUR REQUIRED: _____

Tour Agency Name:		Consultant:		E-Mail:	
Travel Agency Address Details:		Phone:		Fax No:	

Passenger Details: *Names must be shown exactly as printed on passport/drivers licence.

Surname	First Names	Title	Date of birth	Merchandise Size (if applicable)	Passport No. (International trips only)

Flight Details (board point/off point)	Date	Flight no	Frequent Flyer no. (if applicable)

Hotel	In Date	Out Date	No of nights	Twin/Triple/Single	Special Requests

Travel Insurance: It is a condition of travel that you hold a valid travel insurance policy to protect against unforeseen circumstances preventing you from travelling. Please indicate if you would like Total Sports Travel to issue a policy for your trip. Please tick if you require travel insurance: **YES** _____, **NO** _____. This will be at an additional cost.

Optional Extras: Please indicate with a tick if you require the following optional extras at additional cost; Breakfast: **Y/N**_____, Airport Transfers: **Y/N** _____.

Credit Card Authorisation: I hereby authorise Total Sports Travel to charge my credit card for the agreed total amount of AUD \$ _____ and agree to a 3% credit card fee.
Name of cardholder: _____ Card Type (Visa/Mastercard/Diners/Amex): _____ Expiry Date: _____

Card Number: _____ I.D no (on back of card): _____ I acknowledge **Packages are non-refundable.**

Passenger Declaration: I declare I have read the booking terms and conditions which I accept on behalf of myself and the other persons named in this booking.

Signed: _____ **Name:** _____ **Date:** _____

Total Sports Travel
72A Wickham Street, Fortitude Valley QLD 4006
Ph 07 3839 8722 Fax 07 3839 8744

Account Details (For direct deposit/internet payments)
Bank: Bank of New Zealand Australia
Account Name: **TTG Australia Pty Ltd** BSB: **084069** Account No: **59371 0322**

