



## OUTLOOK *international*

A Division of World Focus, Inc. Since 1983  
235 Garth Road, Suite D-2D • Scarsdale, NY 10583

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2007 - 2008

# General Terms & Conditions

**PRICE BASIS:** All prices, which include a commission to cover the costs and profit for planning and providing arrangements, are based on anticipated land and transportation costs for the period of travel and may be subject to change. Surcharges, airport taxes, fees etc. levied by governments or suppliers after publication of the program prices by Outlook International, a division of World Focus Inc., (hereafter referred to as "O.I.") are payable by the client. Unless otherwise stated, group tours have been calculated for a minimum of 40 paying participants; we reserve the right to cancel the tour or re-quote the selling price if the number of participants falls short of the required minimum. Hotels, flights and other services cannot be confirmed until receipt of the first deposit. Unless otherwise stated in writing at the time of proposal or booking, the deposit and cancellation policy is as stated below. Group members must check with their tour organizer for the specific deposit policy for their group. Failure to comply with the deposit policy may result in cancellation of bookings made in behalf of clients. O.I. is responsible only for funds made payable directly to, and received by, Outlook International.

**DEPOSIT & PAYMENT POLICY:** Consult your group organizer for details

**Payment of your deposit confirms your acceptance of the Outlook International General Terms & Conditions.**

*Reservations made on or after final payment date must be paid by certified, bank check or money order, in full at the time of booking and are subject to space availability and to all terms and conditions above.*

*If space is not available payment will be refunded in full.*

**CANCELLATION** Cancellation penalties apply. Please consult your group organizer for details

*Cancellation must be made in writing to Outlook International and becomes effective upon receipt of written request in our office.*

**INSURANCE:** Participants are advised to carry adequate insurance to cover against financial loss due to unforeseen emergencies including, but not limited to, such eventualities as trip cancellation/interruption or delay, accident/ill-health and property loss.

**PASSPORT/VISAS/HEALTH:** Provision of valid passport, necessary travel visas and documentation and any vaccination or other entry requirements is solely the responsibility of each participant. Non-U.S. citizens are also responsible for presenting the necessary documents for their re-entry into the U.S. Participant assumes complete and full responsibility for, and hereby releases O.I. from, any duty of checking and verifying any and all passport, visa, vaccination or other entry requirements of each destination, and all safety and security conditions of such destinations during the length of the proposed trip.

**RECONFIRMATION:** All participants are responsible for reconfirming travel arrangements with their respective transportation carriers within 72 hours of their scheduled travel times. Reconfirmation of travel schedules with common carriers is necessary prior to both departure and return, and at all intermediate points on the itinerary.

**DRUGS/ALCOHOL:** Use of illegal drugs by any participant, and of alcohol by participants under the age of 21 years old, is forbidden during any O.I. program.

**PROGRAM PARTICIPATION:** By joining any O.I. program, participants agree to abide by the rules and guidelines laid down by O.I. along with those of any tour escort, school, college or other participating program planner (jointly referred to hereinafter as 'the organizers'). If, in the opinion of any of the organizers, the behavior of any individual is likely to adversely affect the operation of the program or jeopardize the safety or enjoyment of others, any of the aforementioned organizers may terminate the participation of such individual(s). If participant is disciplined or expelled from the school, college or other participating organization, the participant may be declared ineligible for continued participation in the program. No refund will be made for the unused portion of the program and the canceled participant(s) will be responsible for all expenses incurred in returning home independently.

Participant is responsible for exercising caution and common sense at all times to avoid loss, injury or damage to him/herself and/or others. In addition, participant shall not hold O.I. responsible for any loss, injury or damage to participant arising from any independent activities pursued by participant or from activities while deviating from the planned itinerary.

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Participant waives any and all claims against O.I. arising from any death, injury, loss, damage, accident, delay, irregularity or expense to that participant or his/her property incurred from the use of any vehicle or service, or as a result of any weather, Act of God, sickness, quarantine, war, terrorist activity, strike, social or civil unrest, government restrictions or regulations, or arising from any act of omission by any airline, cruise line, steamship, railroad, bus company, sightseeing operator, hotel or any service or transporting company, firm, individual or agency.

Participant shall not hold O.I. responsible for any loss, injury or damage arising from any errors or omissions contained in this brochure or other O.I. literature, late or non-confirmation or acceptance of bookings or loss or damage caused by delays. Participant shall not hold O.I. responsible for any loss, injury or damage to participant arising by weather, strikes, war, Acts of God, sickness, quarantine, terrorist activity, social or civil unrest, governmental restrictions or regulations or any cause that is beyond O.I.'s control. Any and all extra expenses incurred as a result thereof shall be the responsibility of the participant.

Furthermore, O.I. shall have the right, at any time in its discretion and without liability or cost therefore, to cancel any tour or the remainder thereof, or make an alteration in route, accommodation, price and/or details in the event of any tour being rendered impossible or inadvisable by weather, strike, war, Act of God, sickness, quarantine, terrorist activity, governmental interference or any cause that is beyond O.I.'s control. Any and all extra expenses incurred as a result thereof shall be the responsibility of the participant.

**INDEMNIFICATION:** Participant releases O.I., its agents, employees, officers or their assigns, from any financial obligations or liabilities that he/she may incur or any damage or injury to participant or to the person or property of others that participant may cause while participating in the program. Participant agrees to indemnify O.I. against any such financial obligations or liabilities.

**DISCLOSED AGENCY:** O.I. is a disclosed agent for the airlines and/or other suppliers providing services and, as such, does not own, operate or otherwise control the airline or other such supplier. O.I., as disclosed agent, therefore, shall not be liable for breach of contract or negligence, intentional acts or failure to comply with any laws, such as the Americans with Disabilities Act. In addition, unless the term "guaranteed" is specifically stated in writing on your tickets, invoice or itinerary, O.I. does not guarantee any suppliers' rates, reservations, schedules or handling of baggage or other effects.

**LIMITATION OF LIABILITY:** It is understood that the airline's liability for loss or damage to baggage, or for death or injury to a participant or his/her property, is limited by their tariffs and/or by the Warsaw/Montreal Conventions. O.I. is not responsible for loss, theft, injury or damage to a participant or his/her property arising under the conditions set forth above..

**EMERGENCIES:** Parents, guardians or others responsible for minors under age 21 years of age, grant O.I. and its agents full authority to take whatever actions may be warranted in case of a medical or other emergency.

**PROGRAM DATES & ITINERARIES:** Dates and day-by-day itineraries are tentatively scheduled and are subject to confirmation and adjustment as a result of emergencies and/or local conditions. Program details will, however, comply as closely as possible to those published. In no event shall O.I. be responsible for additional costs associated with program changes or deviations not expressly approved by them.

**MODIFICATIONS/ADD-ONS:** Rates are based on group land costs and airfares. Limited availability to deviate from the group itinerary **may be** possible if requested at the time of tour confirmation and upon payment of any necessary additional charges, plus a minimum \$100 deviation fee. Please discuss plans to deviate from the group itinerary as soon as possible to avoid penalties imposed by airlines and other suppliers. Once issued group airline tickets are non-refundable as are any unused portions of the ticket. Changes to programs made within 45 days of departure are subject to an additional \$50 late fee to cover administrative expenses.

**ARBITRATION:** In the event of any dispute, disagreement or controversy between O.I. and the participant arising out of or incident to this agreement, that dispute, disagreement or controversy may be submitted by either party to binding arbitration before a single arbitrator of the American Arbitration Association in the county of Westchester, State of New York. If there is a dispute concerning the payment of monies claimed to be due which is placed before the arbitrator, the party charged shall hold those disputed funds in escrow until the dispute is resolved. The arbitrator shall have jurisdiction, in addition to any other authority provided him under New York law and subject to the rules of the American Arbitration Association. The award of the arbitrator shall be subject to confirmation in any court of competent jurisdiction, including without limitation, a federal district court. This arbitration provision shall constitute a complete defense to any application for a stay of arbitration and it shall survive the termination of this agreement ♦

**Prepared: STD10/07**



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**REGISTRATION  
& PARTICIPANT  
RELEASE FORM**

*All forms must be completed and signed on the reverse*

- **Group members** - consult your group leader before completing this form.

**TO BE COMPLETED BY ALL APPLICANTS:**

**PROGRAM or GROUP NAME:** Saint David's (Italy) Group  
**DATES:** From: March 3<sup>rd</sup>, 2008 To: March 13<sup>th</sup>, 2008

**PRINT NAMES AS THEY APPEAR ON YOUR PASSPORT:** *Use block letters & print clearly*  
*Note: For airline security purposes the name on your ticket must match that on your passport (eg: no nicknames or other names used that are not on passport).*

[ ] Male [ ] Female \_\_\_\_\_  
Last Name (print clearly in block capitals) First Name (block capitals)

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Country \_\_\_\_\_

Tel: Home ( ) \_\_\_\_\_ Cell ( ) \_\_\_\_\_ E-mail (if available) \_\_\_\_\_

Country of Citizenship \_\_\_\_\_ Date of birth \_\_\_\_\_ Place of birth: \_\_\_\_\_

Passport number \_\_\_\_\_ Place of issue: \_\_\_\_\_ Expiration date \_\_\_\_\_

Is passport valid for 6 months from date of travel? [ ] Yes [ ] No\*(\*if not you may wish to renew)  
*If you do not yet hold a passport, send passport information separately as soon as you receive it.*

**PERSONAL DATA:**

1: Are you medically fit to travel? [ ] yes [ ] no

2: Special dietary requirements [ ] Vegetarian (type) \_\_\_\_\_ if so, eat fish? Y / N Dairy? Y / N

[ ] Other diet restrictions \_\_\_\_\_

3: Medical conditions we should know of (i.e. allergies, epilepsy, diabetes etc.)

*Persons requiring regular medical attention should consult their physician concerning their travel plans. Refer to the consular office, your airline, personal physician and Centers for Disease Control for up-to-date information on medical conditions & need for inoculations in the area you are visiting.*

**EMERGENCY CONTACT (not a traveling companion), if under 21 yrs old PARENT OR LEGAL GUARDIAN:**

Name \_\_\_\_\_ Relationship \_\_\_\_\_

Telephone: Home ( ) \_\_\_\_\_ Office ( ) \_\_\_\_\_

Cell phone: ( ) \_\_\_\_\_ E-mail: \_\_\_\_\_

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**ALL APPLICANTS**

I understand that my application will be accepted subject to availability of space and to my meeting the specified eligibility requirements. If my application is refused I will be refunded in full. I have read and accept the Outlook International 2007 - 2008 Terms and Conditions, of which this application forms a part, and understand that cancellation penalties apply.

SIGNATURE OF APPLICANT \_\_\_\_\_

*If under 21 years old, signature of parent or guardian*

SIGNATURE \_\_\_\_\_ RELATIONSHIP \_\_\_\_\_

DATE: \_\_\_\_\_

*To secure your place on this trip, complete then detach and submit this application as soon as possible per your group leader's instructions. Please retain the terms & conditions page for your reference.*