



## **BOOKING CONDITIONS, CANCELLATION CHARGES & TERMS OF TRADE**

### **\*\* SOME VERY IMPORTANT INFORMATION YOU MUST READ:**

World Travel Co PtyLtd / itravel Liverpool cannot be held responsible for any increases in airfares or other adjustments in price imposed by third parties (i.e. hotels, airlines etc), which may occur between now, and your date of travel. However, prompt payment by the due dates may often avoid any price increases, which are **subject to change (even until the date of departure) without notice until final payment has been received**. No additional charges will apply upon receipt of final payment except for any Government charges and taxes.

#### **\* DEPOSIT- DUE 30 April 2017**

*A non-refundable deposit of \$500.00 per person is required to secure your booking by 30 April 2017*

#### **\* PROGRESSIVE PAYMENTS**

Additional progressive payments can be accepted at any time up till 60 days prior to departure. Receipts are issued for each payment made to us.

\* **FINAL PAYMENT** is due by one of the payment methods below 60 days prior to the groups date of departure from Australia

#### **\* METHODS OF PAYMENT**

The preferred method of payment for your travel arrangements is cash or cheque (we cannot accept a personal cheque within 10 days of travel). Should you wish to pay by credit card we are happy to accept Mastercard or Visa with a 1.4% surcharge.

#### **\* GOVERNMENT FEES AND AIRPORT TAXES**

At Sydney International Airport a local departure tax and airport noise reduction tax is levied on all departing passengers. In addition, foreign government fees and airport taxes may be applicable on your journey. **Certain airport taxes must be collected before departure** and will appear on your airline ticket.

#### **\* PASSPORT AND VISA REQUIREMENTS – Australian Passport Holders**

**A current passport with at least SIX (6) months validity from the date of your return** is required for all international travel. We will need to sight your passport to record the details at some stage prior to departure. However, Visas and passport validity are at all times the **full responsibility of the traveller**. Itravel Liverpool are happy to organise your visas for you.

- **IF YOU ARE NOT HOLDING AN AUSTRALIAN PASSPORT** please inform us immediately, so that we may advise you of any additional requirements. In addition to the above, you will also need a re-entry permit. We will need to sight your passport to record the details at some stage prior to departure.

**A VISA WAIVER FORM IS REQUIRED TO BE COMPLETED PRIOR TO TRAVEL**

**itravel Liverpool**  
**Shop 131 Westfield Shopping Centre, Liverpool NSW 2170**  
**Phone:8880 7540**  
**ABN: 88 602 145 666**  
**E: sales@itravelliverpool.com.au**



**\* CANCELLATION FEES**

Ittravel Liverpool acts as an agent on behalf of airlines, tour operators and suppliers. Please note that any monies received or commitments made by us are subject to our Terms of Trade conditions and Schedule of Fees as well as any of the airlines, tour operators and/or supplier's terms and conditions. These apply to you and your travelling companion/s. A cancellation fee will be payable if you cancel any booking after it has been made.

*Prior to 60 days before departure: Loss of deposit*

*59-46 days before departure: 15% of the total of total holiday cost (Cruise- 50%)*

*45-30 days before departure: 50% of the total land charge plus any airline charges*

*29-15 days before departure: 80% of the total land charge plus any airline charges*

*14 days or less before departure: 100% of total land charge plus any airline charges*

In addition, airlines, tour operators and/or suppliers may levy their own cancellation fees (which can be up to 100%, especially after travel has commenced). Please note Travellers Assistance Insurance may cover these cancellation fees.

We also reserve the right to levy an amendment fee of 100.00 per alteration to bookings.

Refunds on certain airline tickets can take up to 12 weeks for the airline to process.

**\* UNUSED SERVICES**

There will be no reduction or refund for any unused services for individual passengers or the group as a whole.

**\* HEALTH**

Please ensure you consult your doctor or TMVC (Travellers Medical Vaccination Centre) for up to date requirements worldwide.

**\* TRAVEL INSURANCE**

Travellers Assistance Insurance protects you against the costs of unexpected illness, accidents, lost or stolen luggage or other unforeseen circumstances. Cover for cancellation charges only applies where the insurance premium has been paid in full. We will include the recommended level of protection in your final costing. Please read the enclosed brochure for details complete the attached policy. If you or any member of your travelling party have any medical condition, which may affect your insurance cover, or if you have seen a doctor in the past 60 days please inform us accordingly.

**\* SPECIAL REQUESTS**

Ittravel Liverpool is happy to arrange any special dietary or health requirements for your holiday. Please complete this section on the booking form if required.

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## REGISTRATION FORM – KNITTING USA TOUR 2018

### Contact details

Family Name: \_\_\_\_\_ Given Name \_\_\_\_\_ Initial \_\_\_\_\_ Title: \_\_\_\_\_

Nationality: \_\_\_\_\_ Passport Number: \_\_\_\_\_ exp: \_\_\_\_\_

DOB: \_\_\_\_\_

#### Passenger 2:

Family Name: \_\_\_\_\_ Given Name \_\_\_\_\_ Initial \_\_\_\_\_ Title: \_\_\_\_\_

Nationality: \_\_\_\_\_ Passport Number: \_\_\_\_\_ exp: \_\_\_\_\_

DOB: \_\_\_\_\_

#### Passenger 3:

Family Name: \_\_\_\_\_ Given Name \_\_\_\_\_ Initial \_\_\_\_\_ Title: \_\_\_\_\_

Nationality: \_\_\_\_\_ Passport Number: \_\_\_\_\_ exp: \_\_\_\_\_

DOB: \_\_\_\_\_

**PLEASE ATTACH A COPY OF YOUR PASSPORT**

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E: [sales@itravelliverpool.com.au](mailto:sales@itravelliverpool.com.au)



Address \_\_\_\_\_

State \_\_\_\_\_ Post Code \_\_\_\_\_

Phone: (Business) \_\_\_\_\_ (Mobile) \_\_\_\_\_

(Home) \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Special Dietary Requirements: \_\_\_\_\_

Pre existing medical condition \_\_\_\_\_

### Travel Insurance

All travellers are required to take out Travel Insurance for this tour.

- I/We will make own arrangements for travel insurance
- Please organise my travel insurance for me.

### Registration terms & conditions

- I/We have read, understood and completed this document in full as required

### Contact Details

Nicholas Zaferis - 02 8880 7540  
nicholas@itravelliverpool.com.au

### Methods of Payment

The preferred method of payment for your travel arrangements is cheque or credit card (we cannot accept a personal cheque within 10 days of travel). Should you wish to pay by credit card we are happy to accept Mastercard or visa with a 1.4% surcharge.

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## KNITTING USA TOUR 2018 - PAYMENT METHODS

IN ORDER TO SECURE YOUR POSITION ON THE  
*Knitting USA Tour 2018*

### PAYMENT DETAILS:

You can either pay by Cheque, Direct Deposit or Credit Card Authorisation.

#### CHEQUE

Please make payable to itravel Liverpool  
Shop 131, Westfield Shopping Centre, 1 Macquarie Street, Liverpool NSW 2170

#### DIRECT DEPOSIT

World Travel Co. Pty Ltd , trading as itravel Liverpool  
National Australia Bank  
BSB – 082 128 ACC – 989075257  
If paying by direct deposit please email us at  
**sales@itravelliverpool.com.au**  
to advise when you have made payment

#### CREDIT CARD

Please complete and return the attached Credit Card Authorisation

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**KNITTING USA TOUR 2018 CREDIT CARD FORM AUTHORITY**

I hereby authorise itravel Liverpool, to debit my credit card to the amount of

\$\_\_\_\_\_ (A non-refundable \$500.00 deposit per person)  
1.4% surcharge for Mastercard & Visa. DUE 30 April 2017

My credit card details are as follows:

Type of Credit Card: \_\_\_\_\_

Name as shown on card: \_\_\_\_\_ Expiry: \_\_\_\_\_

Number: \_\_\_\_\_

Address in which receipt is to be sent to: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Phone Number: \_\_\_\_\_

Signature as on card: \_\_\_\_\_

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