

# Section 1: Tour Cancellation, Refund Policy, & Payment Schedule

## PLEASE READ, SIGN AND RETURN WITH YOUR DEPOSIT

Globe Treks encourages our guests to purchase travel insurance to help protect against any unforeseen losses, fees and/or additional costs. We recommend that you purchase travel insurance at the time of your initial deposit, should you need to cancel for any covered reason. If you cancel, the actual date of your cancellation will determine the exact amount of your refund.

- **From time of deposit until 90 days** before tour departure date – refund for the full amount paid, less cost of pre-paid expenses.
- **Between 61 and 89 days** before tour departure date – we will refund the tour fare less any non-refundable costs we cannot recover, less a 20% administration fee and any pre-paid expenses.
- **Between 31 and 60 days** before tour departure date – we will refund the tour fare less a 50% cancellation/administration fee plus the cost of any pre-paid expenses.
- **30 days (or less)** before tour departure date – no refund. We encourage our guests to purchase the optional travel insurance.
- **Cost of Airline Tickets:** If airline tickets have been purchased on your behalf prior to your cancellation notice, the actual cost of the ticket(s) will be deducted from the amount of your tour refund. You will receive the airline tickets, which are good for future travel less applicable airline fees (most airline tickets are valid for up to 12 months from the date of issue).
- **Amount of Refund for Cruises:** Cruises will be subject to the refund guidelines of the relevant cruise operator in addition to other non-recoverable expenses for non-cruise portions of the tour.
- **Leaving a Tour Early:** Once a tour has departed, no refunds will be made. You may wish to purchase trip cancellation insurance for your protection. All costs related to early departure from the tour or deviation from the tour itinerary will be the responsibility of the guest and not Globe Treks.
- **Travel Insurance:** Expenses associated with medical emergencies, tour interruption, emergency medical transportation, accidental death, or lost, stolen or damaged baggage are **not** included in the cost of the tour. Information on supplemental insurance is best obtained from your personal insurance agent. **GLOBE TREKS OFFERS TRAVEL INSURANCE OPTIONS. IF YOU CHOOSE TO PURCHASE TRAVEL INSURANCE THROUGH GLOBE TREKS, WE ASK THAT YOU DO SO AT THE TIME OF YOUR INITIAL DEPOSIT. THE INSURANCE PREMIUM IS IN ADDITION TO THE DEPOSIT AMOUNT.**

## Payment Schedule

### International Tour:

Initial Deposit: \$2,000 per guest required five business days after booking  
Final Payment: Due 90 days prior to departure

### North American Tour:

Initial Deposit: \$1,000 per guest required five business days after booking  
Final Payment: Due 60 days prior to departure

### Cruise:

Initial Deposit: Ranges from \$25 to \$2,000 per guest required five business days after booking  
Final Payment: Date determined by cruise line's policy

### Day Tour:

Total Payment: Due at time of booking to confirm space

## Guest Information

\_\_\_\_\_  
Guest Name

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Emergency Contact Name (not traveling with you)

\_\_\_\_\_  
Emergency Contact Phone



828-692-1399 • [globetreks.com](http://globetreks.com)

Office Location: 1605 Asheville Highway • Hendersonville, NC 28791

## Section 2: Globe Treks Tour Conditions and Liability

### PLEASE READ, SIGN AND RETURN WITH YOUR DEPOSIT

The responsibility of Globe Treks is strictly limited. As a tour operator, Globe Treks organizes, promotes, and sells tour programs consisting of certain travel services, including, but not limited to, surface transportation, sightseeing, excursions and cruise/hotel accommodations which Globe Treks purchases or reserves from various suppliers. The suppliers providing travel services for Globe Treks' tour programs are independent contractors and are not agents or employees of Globe Treks. To the extent that Globe Treks is involved in the sale of air and/or cruise transportation to you, Globe Treks acts as an agent of the air carrier, hotel, and/or cruise line. For all other purposes, Globe Treks does not act as agent for any party whatsoever. Globe Treks is not responsible for the willful or negligent acts and/or omissions of such suppliers or of any air carrier, hotel, and/or cruise line or their respective employees, agents, servants or representatives including, without limitation, their failure to deliver or their partial or inadequate delivery of services. All coupons, receipts and tickets are issued subject to the terms and conditions specified by the suppliers and/or carriers and/or cruise line. By utilizing the travel services of the suppliers, you agree that neither Globe Treks nor any representative shall be liable for any accident, injury, property damage or personal loss to you or those traveling with you in connection with any accommodations, transportation or other travel services, or resulting directly or indirectly from any occurrences or conditions beyond Globe Treks control, including, but not limited to, acts of terrorism, war, defects in vehicles, breakdown in equipment, strikes, theft, delay or cancellation of, or changes in, itinerary or schedules. Globe Treks reserves the right to correct promotional or pricing errors at any time, or increase the program price in the event of cost increases due to changes in airfares, cruise fares, currency fluctuations or fuel surcharges. Globe Treks reserves the right to decline or not retain any person as a member of any tour or to cancel or alter the tour without notice. However, no person may be refused from a tour based on race, sex, excess age, religion, disability or on any other grounds for which refusal would violate any federal, state or, other governmental laws or regulations. Hotels are subject to change. Due to Interstate Commerce Commission Rules and Regulations and our own insurance liability policies, we are unable to allow nonpaying guests aboard our motor coach during any moving segment of our tour. Any provision of this Agreement that is prohibited or unenforceable in any jurisdiction, shall, as to such jurisdiction, be ineffective to the extent of such prohibition or unenforceability without invalidating the remaining provisions hereof, and any such prohibition or unenforceability shall not invalidate or render unenforceable any such provision in any other jurisdiction. I hereby authorize and give full consent to Globe Treks to utilize photographs and/or videos in which I might appear while a participant in Globe Treks programs or tours. Globe Treks may use or cause to be used this above material for exhibitions, public displays, commercials, art and advertising purposes.

**I (we) have read, understood, and agree to the above statement and all written materials concerning this tour including, but not limited to, tour conditions, liability and tour cancellation and refund policy.**

\_\_\_\_\_  
Guest Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Tour Title



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