

## Explanation of Responsibilities and Tour Conditions

\*\*TOUR PRICE is based on a group of 25 or more passengers and includes flights from Dallas or Houston, hotel accommodations, meals indicated, touring per itinerary including entrance fees, and hotel taxes. The price includes air taxes, fuel surcharge, and applicable security fees. This may fluctuate and are beyond our control. We therefore may impose an additional fee to cover an increase in such costs but will notify you as soon as we are given notice of such increase. All rates on foreign tours are subject to fluctuations of currency and may be changed when necessary without advance notice prior to the final deposit.

UNUSED SERVICES: As all tours are based on group travel, no refunds will be granted for missed sightseeing trips, meals, transfers, or hotel accommodations not used. No changes in hotels, deviations or extensions in the itinerary are allowed on this tour unless arranged prior to departure from the U.S.A.

### CANCELLATION DATES AND PENALTIES

- 89-65 days prior – \$300 of deposit retained
- 64-22 days prior – 20% of total price of tour
- 21-8 days prior - 30% of total price of tour
- 7-1 days prior - 50% of total price of tour
- On day of departure – 100% of total price of tour

INSURANCE: We will be including limited group travel insurance with this trip package. As this is an insurance coverage, please be aware that there are **certain exclusions and limitations that apply**. As an example, if you decide after signing that your work commitments will not let you take time off that will not be considered a valid reason, and therefore is not covered by the insurance company. Complete and most current terms will be handed out with the travel packet during the pre-trip meeting.

US citizens do not need a visa to stay in the country for up to 90 days; however, your passport needs to be valid for at least six months from the date of entry. If you hold a passport from another country, please check with the Consulate.

PASSPORT APPLICATION: We advise you to apply for a passport as *soon as possible*. Please check out the website for passport applications: [www.travel.state.gov](http://www.travel.state.gov)

RESPONSIBILITY: The University and Organizer maintains no control over the personnel, equipment, or operations of the travel service suppliers and cannot be held liable for any personal injury, property damage, or other loss, accident, delay, inconvenience, or irregularity which may be occasioned either by reason of (1) any wrongful, negligent, or unauthorized acts or omissions on the part of any of the suppliers or any employee of any of these suppliers (2) any defect in or failure of any vehicle, equipment, or instrument owned, operated or otherwise used by any of these suppliers, or (3) any wrongful or negligent acts or omissions on the part of any other party not under the supervision and control, direct or otherwise of the Organizer and the University. Organizer does not accept liability in the case of any passenger being denied boarding by any airline carrier due to the carrier's overbooking of a flight or weather delays. There may be changes in itinerary due to unforeseeable circumstances such as inclement weather. This tour is organized by Heart of Texas Tours and they reserve the right to withdraw services and make changes and alterations in the itinerary as may be necessary for the proper handling of the tour including the right to change any hotel listed with one of a similar category if circumstances necessitate.

\* For more information please contact Dr. Paula Ann Hughes at [PAHughes@mail.twu.edu](mailto:PAHughes@mail.twu.edu)