



# Tour Terms and Conditions

Passengers are deemed to have read, understood and accepted the following conditions. The organizer shall be known as "The Company" in the conditions below.

## **RESERVATIONS AND DEPOSIT**

A deposit of RM 500 - RM 3,000.00 (subject to tour package selected) is required upon booking. The balance is to be paid in full 35-40 days before departure. Failure to comply with this may result in an automatic cancellation of reservation and a forfeiture of deposit. Deposits are applicable for the tour booked only and are not transferable.

## **CREDIT CARD / CHARGE CARD**

An administrative fee is chargeable for payments by credit or charge card.

## **CANCELLATION / AMENDMENTS**

- 1) Cancellation of a confirmed booking must be made in writing to avoid misunderstanding.
- 2) Postponement / transfer of tour will be deemed to be a cancellation and will be charged accordingly.
- 3) Cancellations during peak, festive or holiday seasons will result in 100% forfeiture of the booking deposit.
- 4) For each amendment made after a booking has been confirmed, a fee will be charge by the respective airlines and service suppliers. An amendment does not constitute a transfer to another tour.
- 5) Deposits paid during travel fairs are non-refundable and will be forfeited if passenger cancels tour.

## **6) CANCELLATION NOTICE**

	<b>CHARGE PER PERSON (RM)</b>
a) More than 30 days before departure	35% of all-in fare
b) 15-30 days before departure	75% of all-in fare
c) 00-14 days before departure	100% of all-in fare

## **REFUND ON TOUR PACKAGES**

As The Company is acting as an agent for the service suppliers, all arrangements are still SUBJECT TO CONFIRMATION even after a deposit or full payment has been made. When the arrangement cannot be confirmed, The Company will endeavour to notify passengers as soon as possible and a full refund will be made. The Company shall henceforth not bear any other liability or responsibility.

## **TOUR FARE INCLUDES (GROUP TOURS ONLY)**

Unless stated otherwise, the fare includes:-

- Return economy class group tour air ticket.
- Return airport transfer (airport to hotel and vice-versa)
- Hotel accommodation on twin-share or triple-share basis. Single room occupancy is at additional cost.
- When booking triple-share rooms please note that third bed may be a "roll-away" bed.
- All meals are specified in the itinerary. If the selected carrier's flight time does not allow for certain meals to be taken, there shall not be any refund for meals not consumed.
- Baggage allowance is 20 kilos per passenger, unless specified otherwise by the airline.
- Group materialization and services of a tour manager is subject to a minimum group size of 15 paying adults (For the purpose of computation, 2 children constitute as 01 adult)

## **TOUR FARE EXCLUDES**

- Visa fees
- Airport taxes + fuel surcharges (Subject to change without prior notice)
- Extra baggage allowance
- Meals, beverages, room services or any others not specified in the itinerary.
- Gratuities to driver, tour guide or tour manager.
- Other incidental items of a personal nature.

Tour fares are based on current airfares, service prices, government tax and exchange rates, applicable at time of print or quotation and are subject to change with or without prior notice.

## **CHILD FARE**

Eligibility: Below 12 years (on the date of departure) Child fare is based on sharing a room with two adults. There will be an additional cost for child sharing one room with an adult.

## **ACCOMMODATION**

In the event the accommodation booked or requested is not available, every effort will be made for an alternative accommodation of similar standard. The Company shall henceforth not bear any other liability or responsibility.

## **SPECIAL REQUEST**

If there are any requests regarding special meals, dietary requirements, adjoining rooms and so on, please inform The Company when booking. Such requests are subject to confirmation and availability.

## **TRAVEL DOCUMENTS**

It is the passenger's responsibility to ensure that his/her international passport has a validity of at least 6 months from the date of departure. Relevant visas and vaccinations may be required. An administrative fee of RM50.00 per person will be levied for any cancellation due to non-approval of visas.

The Company will, wherever possible, assist you to obtain the necessary visas. Service charge and visa fees will be borne by the passenger. The Company does not guarantee the approval of the visa application. If for any reason, application for visa or exit permit is rejected, a full refund of all monies paid (excluding visa application fees) will be made, if the result of the rejection is made known to the Company at least 30 days prior to departures.

The Company cannot be held responsible for any expenses, reimbursement or refund of any tour fares if passenger is refused entry by any country on the tour for whatever reasons, including lack of necessary visas.

## **SEAT ROTATION**

For the convenience of all members of the group, passengers are requested to rotate their seating arrangements on the coach during the period of the tour. Please co-operate when called upon to do so by the tour leader/guide.

## **TRAVEL INSURANCE**

Strongly recommended with respect to such areas as trip cancellation, personal baggage, personal accident, injury and illness. Under no circumstance is The Company to be construed as a carrier under contract for safe carriage of the passenger or her/his baggage and belongings. Our staff will be pleased to assist in the enquiries of any travel insurance.

## **EXTENSION OF STAY / DEVIATION**

Extension of stay / deviation may be permitted at the end of the tour, subject to validity and restrictions of air ticket, seat confirmation and availability of hotel prior to the commencement of tour. It is the passenger's responsibility to hold firm confirmation for their return flight. When extension of stay / deviation cannot be confirmed three weeks prior to the group's departure date, the passenger is deemed to be taking the original tour schedule. In the event that the original arrangement has been changed by The Company during the process, any extra cost will be borne by the passenger.

Extension of stay / deviation will be at the passenger's own expense and transfer to airport will not be provided. Alteration on the routing or date of travel is at the passenger's own risk. No refund will be made to such a person for unused air tickets or for any meals and sightseeing tours or accommodation not used in part or full.

The air ticket issued is a special ticket, restricted to a specific airline only. It is non-negotiable, non-endorsable, non-reissuable, non-refundable and non-reroutable.

## **OPTIONAL TOURS**

Optional tours are arranged at the customer's request and confirmed with their consent. The Company is only acting as an agent for the service suppliers; and does not accept any responsibility for said optional tour(s).

## **RESPONSIBILITY**

The Company acts only as an agent for the transportation companies, hotels and other principals for the tour programmes. They accept no responsibility for injuries, damage, accident, loss, delay, quarantine, theft, customs regulations, strikes, changes in itinerary, deportation or refusal of entry by Immigration Authorities resulting from improper travel documents, possession of unlawful items or irregularities that may be caused to person or property. Any losses or expenses are the responsibility of the passenger. All proper travel documentation is the sole responsibility of the passenger.

The Company reserves the right to alter itineraries, travel arrangements, hotel reservations etc. If it is necessary or in the case of force majeure, The Company reserves the right to cancel any tour prior to the date of departure for any reasons, including insufficient number of participants (minimum 15 paying adults). Should this happen, that entire payment shall be refunded without further obligations on the part of The Company.

The Company will recommend an alternative tour, preferably to the same destination or other destinations. Should the passenger decide not to accept the alternatives, all monies paid shall be refunded in full by The Company without further obligations.

The Company also reserves the right to require any individual to withdraw from the tour if deemed his/her act of conduct is detrimental to or incompatible with the interest, harmony and welfare of other passengers and the tour as a whole. Should this right be exercised, all monies paid shall be refunded in full by The Company to the passenger. The Company shall be under no further liability thereafter to any such person.

No tour managers / guides or other employees or agents of The Company are authorized to commit The Company to any liability whatsoever and The Company will not be bound by any statement unless in writing and signed by a management executive of The Company.

The Company reserves the right to take the films and photographs of passengers while on tour with The Company to be used for brochures, advertising or publicity material without obtaining any further consent from the passenger.

It is the prerogative of The Company to cancel the tour in whole or in part if there is a real possibility that the life, limb or property of any person may be endangered. The Company will refund in whole or in part as the case may be, and will not be responsible for any further liability.

## **COMPLAINTS / CLAIMS**

Any complaint or claim must be made in writing and received within two weeks after services have been rendered. No responsibility is accepted in respect of any claim or complaint not so made.



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