



## **TERMS AND CONDITIONS** **United Kingdom**

### **FOR YOUR PROTECTION**

**INSURANCE:** Acting only as organizers for the Study Tour, NAFA is not responsible for travel cancellation or interruption, damage, loss, or theft of luggage and/or personal belongings, or for personal injury, accident and/or illness. For protection, it is recommended that you have adequate insurance to cover these possibilities. Insurance packages are normally available through your airlines.

### **IMPORTANT INFORMATION**

**ACCOMMODATIONS:** Program prices are per NAFA member based on single room accommodations. If you are traveling with a spouse/guest, please note this on the registration form and NAFA personnel will contact you about details and costs.

**INCLUDED:** Overnight accommodations for 7 nights, some breakfasts, lunches & dinners. Accommodations must be single rooms unless you have indicated a traveling companion on your registration form. Bedding will vary and will most likely be American twin-sized beds. Accommodations are at universities and/or in hotels with private bath. Please note schedule and hotels may be subject to change. Some sightseeing will be possible. Standard tips to your coach drivers are included.

**NOT INCLUDED:** Air transportation to and from Europe, transportation between Germany and London (if participating in both tours), and transportation from arrival airport to London/from London to departure airport. Also not included: meals noted as "on your own," passport fees and any other travel document fees, insurance, tips not stated as included, portage, transporting and handling excess luggage, laundry, telephone calls, personal items, room service orders, etc.

**LUGGAGE:** Due to limited space on motorcoaches, we must limit luggage to one suitcase per person, plus hand luggage. Please note that many airlines have changed their luggage allowances and are limiting the weights and sizes of luggage – remember to check with your airline regarding their limitations and/or charges for luggage. Please note that portage assistance may not be available, or if available, will be on your own for tipping.

**PASSPORT:** A valid passport is required and must be obtained in person by each tour member at a local passport office. A photocopy of your passport is required at time of registration.

**VISA:** Not required for U.S. citizens. Other citizens, please check on your requirements to visit United Kingdom.

### **RESPONSIBILITY**

NAFA is acting as organizer for the Study Tour. NAFA does not own, manage, control or operate any transportation vehicle, any hotel or restaurant, or any other supplier of services. All arrangements are made subject to the terms and conditions specified by the suppliers. Thus, by

accepting the arrangements and utilizing the services, you agree that neither NAFA nor any of its organizers, staff or representatives shall be liable for any loss, injury or damage to you or your belongings or otherwise in connection with any accommodations, transportation or other services, or resulting directly or indirectly from any occurrences beyond its control including breakdown in equipment, strikes, theft, delay or cancellation of or changes in itinerary, or schedules, etc. Also, remember that travel documents are your responsibility as well as compliance with custom regulations. No organizer, staff or representative of NAFA can change the terms under which you agree to participate in the Study Tour.

### **REGISTRATION/DEPOSITS/PAYMENTS**

Please complete the registration form as soon as possible and return by fax or U.S. post as noted on form. Acceptance is based upon a first-come, first-served basis until the program is filled or until March 21, 2008, whichever comes first. At that time, waiting list participants will be added as space permits. Since space is limited, please complete the official Registration Form immediately and return it by fax or by postal system. (Registration confirmation is based upon receipt date of form and deposit.) Registration form can be found at this link: [http://www.denison.edu/academics/departments/honors/nafa\\_uk.html](http://www.denison.edu/academics/departments/honors/nafa_uk.html).

A \$300 per person non-refundable deposit is required. Registrations for which a deposit is not received by March 21, 2008 will be void. Each participant and/or guest must complete a registration Form; a registration confirmation will be mailed after receipt of the form and deposit.

The balance is due no later than April 15, 2008. If full payment is not received by this date, the registration will become null and void. All rates are quoted in US Dollars and are based on tariffs and costs in effect February 2008; costs are based on group rates. Final documents and information will be sent to you in May, 2008.

Send all registration forms and deposits to Cookie Sunkle, Honors Program, PO Box 810, Denison University, Granville, OH 43023.

### **CANCELLATIONS AND REFUNDS**

If a participant cancels his/her Study Tour participation prior to April 15, 2008, there will be a cancellation fee of \$300.00 to cover administration and communication costs. For cancellations after April 15, 2008, through May 1, 2008, a cancellation fee of 50% of package price will be charged. Cancellations after May 1, 2008, are subject to a penalty of 100% of package price. All cancellation requests must be addressed to NAFA in writing. **Trip cancellation insurance is strongly recommended.**

NOTE: NAFA reserves the right to cancel, withdraw, or change the Study Tour, in part or whole, at any time. In the event of a change deemed necessary by NAFA, the sole and exclusive obligation of NAFA is to refund monies recovered.

#### ***Program Organizers:***

**Coordinators:** Amy Eckhardt (Pittsburgh), Lisa Grimes (William and Mary)

**Planning Committee:** Laura Damuth (U. of Nebraska, Lincoln), Beth Fiori (Cornell), Kenneth Lavin (Air Force Academy), Ruth Ost (Temple), John Richardson (U. of Louisville), Cookie Sunkle (Denison)