



# REGISTRATION FORM

## GENERAL INSTRUCTIONS

1. Please type or print.
2. Make checks payable to DISCOVER EUROPE, LTD.
3. Be sure to read the Terms & Conditions and the Refund Policy contained on this form.
4. Complete both sides of this form.
5. Detach the bottom section and return to Discover Europe with your deposit of \$500 per person, if this has not already been paid. Keep the top section for your records.

## DETAILED INSTRUCTIONS

**NAME(S).** Please make sure that your name appears on this form exactly as it does on your passport. Please also include your "Known As" or preferred name, if applicable.

**PASSPORT DETAILS.** This information is required by airlines and having it helps in the event of lost or stolen documents.

**ADDRESS.** If you have a temporary address, please let us have the details, including dates that you are there, on a separate sheet.

**DIETARY REQUIREMENTS.** Please let us know if you require any special meals both for the hotels and the airlines.

**HEALTH INFORMATION.** It is very valuable for us to know ahead of time if you require any special assistance. Discover Europe tours are always paced for comfort, but inevitably there is also a certain amount of walking involved. Participants should have sufficient stamina to keep pace with the tour group and not cause delays. Please consult with your physician if have any questions regarding your ability to participate fully.

## TRIP DETAILS

Please fill in the name of the trip you wish to register for, the departure and return dates and your departure airport or city.

## EMERGENCY CONTACT

This information is essential.

## INDEPENDENT FLIGHT ARRANGEMENTS

1. If transatlantic flights are not already included as part of your tour, or if you wish to deviate from the group flights, Discover Europe

will be happy to make your flight arrangements for you. The fee for this service is \$40 per ticket.

2. If you are arranging your own flights, please provide your complete flight information, giving the following: dates of travel, airline(s), flight numbers, departure and arrival airports and departure and arrival times for all flight segments that you have booked. Transportation to and from the hotel for arrival and departure arrangements that are separate from the group can be made at an additional cost. It is essential that we receive your complete flight information at least 90 days prior to your trip departure.

## ROOMING REQUIREMENTS

A twin room has two separate single beds in it. A double room has one large bed. Please use this section to let us know your preference. We will always book non-smoking rooms when available.

If you are sharing a room, please let us know with whom. If you would like to share a room but do not have a roommate, we will be happy to try and match you up but unfortunately cannot guarantee that this will be possible. If no match is available, the single supplement will apply.

## PAYMENT PROTECTION PLAN

Please indicate here if you would be interested in applying for our Payment Protection Plan. Please see website or brochure for instructions and terms & conditions.

## TERMS & CONDITIONS

1. Please be sure to complete both sides of this form.
2. Space on this journey is limited and registrations are accepted strictly on a first come, first served basis.
3. Registration and payment imply acceptance of the terms and conditions described herein. This information, as well as your itinerary description regarding dates, inclusions and prices, form the basis of your individual contract with Discover Europe, Ltd.
4. Registration and payment waive and release Discover Europe, Ltd., their affiliates, directors, officers, employees, including any person or entity employed or utilized by them, from all claims arising from any injury, loss, damage, accident, delay or expense resulting from



## TRIP DETAILS

Itinerary Name: \_\_\_\_\_

Departure Date: \_\_\_\_\_ Return Date: \_\_\_\_\_

Special Dietary Requirements or Allergies: \_\_\_\_\_

\_\_\_\_\_

Health Information: \_\_\_\_\_

\_\_\_\_\_

## PASSENGER DETAILS

Passport Name:

1. \_\_\_\_\_

Title First Middle Last

2. \_\_\_\_\_

Title First Middle Last

Known As: 1. \_\_\_\_\_ 2. \_\_\_\_\_

Passport 1#: \_\_\_\_\_ Exp.Date: \_\_\_\_\_ DOB: \_\_\_\_\_

Passport 2#: \_\_\_\_\_ Exp.Date: \_\_\_\_\_ DOB: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

## CONTACT INFORMATION

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

Preferred Telephone: (\_\_\_\_) \_\_\_\_\_ work/cell/home  
circle one

Secondary Telephone: (\_\_\_\_) \_\_\_\_\_ work/cell/home  
circle one

**PLEASE RETURN THIS FORM TO:**  
DISCOVER EUROPE, LTD.  
122 Island Street, Keene, NH 03431

events beyond their control, including, without limitation: natural disasters, war, strikes, incidents of politically-motivated violence, sickness or quarantine, government restrictions or regulations, and in the absence of its own gross negligence, arising from the use of any vehicle or from any act of omission by any bus or car rental agency, airline, taxi or tour service, hotel, restaurant, or other firm, agency, company or individual.

- 5. Discover Europe, Ltd. reserves the right to substitute hotels, airlines, activities or excursions in response to changes in availability, local events or weather conditions, provided such substitutions do not adversely affect the overall quality of the tour. Such substitutions do not constitute grounds for withdrawal with full refund.
- 6. Conduct During the Tour: You are responsible for respecting the authority and laws of the countries in your itinerary, including local health and safety regulations, and following the directions of the tour guide. We may exclude you from participating in all or any part of the tour if, in our sole discretion, your health, condition or behavior renders you unfit for the tour or unfit for continuation once the tour has begun. Unfitness may include, without limitation, any behavior that, regardless of its cause, is inappropriate or offensive or interferes with the delivery of tour services, or may constitute a hazard or embarrassment. In such case, our liability shall be strictly limited to refund of the recoverable cost of any unused portion of the tour. Should you decide not to participate in certain parts of the tour or use certain goods included in the tour, no refunds will be made for those unused parts of the tour or goods.

**PAYMENT SCHEDULE**

- 1. A deposit of \$500 must accompany this completed form (if it has not already been paid).
- 2. The remaining balance will be billed and payable 90 days prior to trip departure. A late fee of \$100 per person may be added to balances still outstanding 60 days prior to departure.

**TOUR COST ADJUSTMENTS**

Discover Europe makes every effort to guarantee that the published cost of your chosen tour will not change. However, we do reserve the right to make adjustments in the following circumstances:

- 1. Exchange rates. Should the value of the dollar fall against the currency of the countries visited on your tour by more than 10% in the 6 months prior to trip departure.
- 2. Airfares. If your tour includes airfare, Discover Europe reserves the right to pass along increases in costs (taxes, airport fees, fuel surcharges, etc.) that are charged by the airline involved.
- 3. Group size. Discover Europe tours are generally based on a group size between 5 and 15 participants, custom-designed or sponsored tours sizes can vary (see your trip organizer for details). Should we

end up with fewer than the minimum number, you will be given the option of cancelling with full refund, paying a surcharge to keep the tour as is, or making adjustments to the tour in order to keep the cost the same.

- 4. Late registrations (received within 60 days of departure) may also incur extra fees and charges as discounted rates for hotels and airfares may no longer be available so close to departure. Participants will be made aware of any such charges before their registration is accepted.

**REFUND POLICY**

- 1. Participants who withdraw more than 90 days prior to tour departure will receive a refund of all monies received by Discover Europe, Ltd., less a \$200 cancellation penalty per person\*.
- 2. Participants who withdraw fewer than 90 days prior to tour departure will receive a refund of all monies received by Discover Europe, Ltd., less the following cancellation penalties:
  - 90-61 days prior to departure: \$1000 per person\*
  - 60 - 31 days prior to departure: \$2000 per person\*
  - 30 or fewer days prior to departure: no refund\*
- 3. Please note that the final payment becomes due upon receipt of the final invoice and will remain payable, as per the payment schedule, if your cancellation is received after this.
- 4. These cancellation penalty amounts do not include any airfares purchased on your behalf by Discover Europe Ltd. Note that the least expensive airfares are usually non-refundable. Refunds for airline tickets will be handled separately from the refund of the land tour package.
- 5. Trip cancellation insurance is *not* included in your Discover Europe tour package. Discover Europe, Ltd., strongly advises that you purchase travel insurance for your upcoming trip. Information describing the services of a recommended travel insurance company will be made available to you upon registration.
- 6. All cancellation requests must be received in writing.
- 7. There is no provision for refund for any activities missed due to the participant's absence once the tour has started.
- 8. Your place on this tour is not transferrable.

\* Unless enrolled in our payment protection plan

**INCLUSIONS & EXCLUSIONS**

- 1. All inclusions are listed on the day-by-day itinerary and registration form.
- 2. The following are not included (unless specifically mentioned in the itinerary): travel insurance, transportation to and from the participant's home to their chosen departure airport, passport fees, excess baggage charges, tips to couriers and tour bus drivers, items of a personal nature.



**EMERGENCY CONTACT INFORMATION**

Name: \_\_\_\_\_

Email: \_\_\_\_\_

Primary Telephone: (\_\_\_\_\_) \_\_\_\_\_

**FLIGHT INFORMATION (Please check one)**

Departure Airport or City: \_\_\_\_\_

Do you want Discover Europe to book your flights: Yes No

If self-arranged, please provide us with the full details by mail or email at least 90 days prior to departure.

**EXTENSION INFORMATION**

I/we plan on extending before or after the tour: Yes No

If yes, I would like to extend to: \_\_\_\_\_

\_\_\_\_\_

**ROOMING REQUIREMENTS (Please check one)**

I would like a single room (see itinerary for supplement)

I will be sharing with: \_\_\_\_\_

We would like a double twin-bedded room

Discover Europe may include my e-mail address on the tour passenger list.

Yes No

I would like to enroll in the Payment Protection Plan.

Yes No

**SIGNATURES**

I have read and agree to the attached Terms & Conditions and understand that travel insurance is not included in the trip.

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_