

## BOOKING FORM

Please complete the form and return it to us via fax + 95 1 664451 or email us with attach file to sales@putaotrekkinghouse.com

<b>Contact Person (lead name)</b>		<b>Booking Date</b>	
<b>Tour Program Name</b>		<b>Tour Code</b>	
<b>Departure Date</b>		<b>Number of pax</b>	

Sr	Passenger full fame	Nationality	Passport number	Expiry date	Date of birth
01					
02					
03					
04					

### **Cancellations and refunds:**

All cancellations must be advised in writing and are accepted from the date the written confirmation is received and applied to refund guidelines below.

30 to 21 days prior to commencement of the tour:

Will refund you after deduction of 30% deposit per person

20 days and less prior to commencement of the tour:

No refund (except for the schedule flight cancellation)

Additionally, no refund will be considered if you abandon your travel arrangements part way through, or miss any scheduled service or meals. No refund will be considered in the event that you are refused entry to Myanmar. If we have to cancel any tour, trek or expedition due to unforeseen circumstance, refund will be made after deduction of 10% of the total cost per person to cover permit and other logistic expenses. However the operator will not be liable for any additional costs incurred.

### **Permit:**

Travel to Putao region require government-issued permits and we will arrange those permit as and on behalf of you. The issue of a permit is beyond our control and is non-guarantee. In the event of a permit being refused we will try to offer some other program else. If this is not acceptable to you then a refund will be considered after deduction of 30% of the total cost per person to cover permit and other logistic expenses.

### **Flights:**

Due to the weather in mountainous region, irregularities of domestic flight schedule may affect your onward journey. Putao trekking house cannot be responsible for any charges you might incur as a result of these cancellations once you are in Putao. Should the schedule flight cancels on the planned date before depart to Putao then we will try to book next available flight. If this is not acceptable to you then a refund will be considered after deduction of 30% of the total cost per person to cover permit and other logistic expenses.

### **Insurance:**

It will be compulsory for you to take your own personal travel insurance, which must cover adventure activities and include emergency evacuation as "pre condition" of booking. Full contact details of the insurance policy will need to be carried with the expedition. In addition you will be asked to sign a waiver form on certain trek, expedition which will recognize your voluntary participation in an adventure activity, which carries a certain amount of inherent risk.

### **Problems and complaints:**

Should you or any of your group members encounter a problem or complaint whilst in Putao region he or she must immediately notify them to our field staff or to office located in Putao locally as soon as possible. If you or your group members do not give us the opportunity to resolve the problem locally at the time it occurs then we may not be able to solve them positively.

### **Responsibilities:**

Journeys/Putao Trekking House assumes no liability for any loss for injury or damage sustained by the person including those occurring outside the programs. Further more accepts no responsibilities for losses or additional expenses due to accident, delay, sickness, weather, strike, unusual delay in permit or other cause beyond its control. Participation in the tour implies the person's agreement to the above conditions. Journeys/Putao Trekking House reserve the right to modify or reverse the original program if necessary in the interest of the clients, however will make fullest possible endeavor to keep up with the original program and arrangements as agreed upon to the best of its capacity.

### **Claim:**

You should file any complaint to us within 30 days of the final date of arrangements made by us for you. We will not enter into an investigation for any complaint received more than 30 days after you finish your travel arrangements with us.