

**TERMS & CONDITIONS**

In the terms and conditions, "The Agency" refers to **World of Diving**. **Your CREDIT CARD STATEMENT will show your travel purchase as "World of Diving" or the name of the airline.** "Tour" refers to the travel arrangements listed on your invoice. "Client" refers to the passengers on the tour. "Suppliers" refers to any airline, hotel, dive shop, live-aboard, transportation company or other vendor supplying any or all of the client's tour.

**RESERVATIONS AND PAYMENT:** A 20% deposit is due at time of reservation. For live-aboard bookings, a 40% deposit is due at time of reservation. Additional deposits may be required. Any reservation may be automatically cancelled if a deposit is not received. Final payments are due 90 days prior to departure. A \$30 late payment fee will apply if the reservation is not paid in full 60 days prior to departure.

**CANCELLATIONS: All cancellations must be made in writing.** Any supplier cancellation fees will be passed on to the client. Cancellations made 61 days or more prior to departure will be charged 20% of total trip cost (40% for live-aboards) as a cancellation fee plus any supplier cancellation fees. Cancellations made 60 to 0 days prior to departure will be charged 100% of total trip cost. **Travel insurance is highly recommended (see below)!!!**

**FEES:** A \$30 fee may apply for changes made after initial reservation. A \$30 late fee may apply for reservations made within 30 days prior to departure.

**RESPONSIBILITY:** The Agency shall be responsible to the client for supplying the services and accommodations offered on the client's invoice except to the extent such services and accommodations cannot be supplied due to causes beyond the control of The Agency. The client waives any claim against The Agency for any damage to or loss of property, or any injury to or death of any client during the client's tour. The Agency shall not be responsible for any floods, fires, tropical storms or other acts of nature, nor for delays, substitution of equipment or any act or omission by any supplier, its agents or employees. The client hereby waives any claim arising therefrom. The right of the client is reserved to claims against suppliers. The Agency reserves the right to decline a client as a participant in a tour at any time. In the event a tour is cancelled by The Agency, The Agency shall have no responsibility beyond the refund of all deposits made to The Agency by the client. Any direct contract between a client and a supplier shall constitute the sole contract between the supplier and the client.

**AIRFARE**

The Agency has special contract airfares with the air carriers. These special fares have several restrictions. Once airline tickets have been issued, these tickets are non-refundable, non-transferable, non-rerouteable and non-changeable without total loss or penalty.

**TRAVEL DOCUMENTS**

The client's travel documents will be shipped approximately 3 weeks prior to departure unless otherwise requested. No documents will be shipped if there is a balance due on the client's invoice.

**TRAVEL INSURANCE: Travelex Insurance is highly recommended. Click on [www.travelex-insurance.com](http://www.travelex-insurance.com). Enter location 05-5085. Click on "Browse Plans" and choose a plan that suits you best.**

**DIVE INSURANCE: Dive Assure is recommended. Click on [www.diveassure.com](http://www.diveassure.com). Click on the "Dive Assure Programs". Go to "Become a Dive Assure member" section. Scroll down to general information to start. Please list "World of Diving" as the referral dive shop. Thanks!**

**ENTRY REQUIREMENTS/PASSPORTS/VISAS**

**IMPORTANT:** Most countries require that your passport be valid PAST the date of entry (as much as 6 months past). Also, your passport must have enough **BLANK PAGES** for the required passport or visa stamps. **Please make sure your passport(s) will be valid long enough and that the necessary number of blank pages are available!!!** Initial here \_\_\_\_\_

**FORM OF PAYMENT ENCLOSED:**     Check     Visa     Master Card     Amex     Discover Card     Other

Credit Card # \_\_\_\_\_ Exp date (month/year) \_\_\_\_/\_\_\_\_/\_\_\_\_

Visa/MC/DS 3 digit # on BACK of card \_\_\_\_\_ Amex 4 digit on front \_\_\_\_\_ Reservation RV \_\_\_\_\_ W.O.D. Salesperson \_\_\_\_\_

Credit Card Holder's Name \_\_\_\_\_

Billing Address (no PO Boxes) \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Phone \_\_\_\_\_

Signature of cardholder X \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

**By signing, I hereby agree to the terms & conditions and authorize payment described above. Payment Amt: \$ \_\_\_\_\_**

**Credit card statement will show transaction as: World of Diving or the airline & tkt#**

**PLEASE COMPLETE AND RETURN WITH PAYMENT BY MAIL OR FAX TO:**

Checks payable to:

**World of Diving**                      Phone **800-GO-DIVIN'**  
**215 Pier Ave. Ste. E**                      **800-463-4846**  
**Hermosa Beach, CA 90254**    Fax    **(310) 376-8182**

**Note: Terms and conditions are subject to change.**

Form updated: 17December2008