

PASSENGER 2 (AS PER PASSPORT)

MR/MRS/MS: LAST NAME:
FIRST NAME:
NATIONALITY:
BIRTH DATE (Day/Month/Year):
PASSPORT #: EXPIRY DATE:
PLACE OF ISSUE:

PASSENGER REQUIREMENTS (please list all food allergies or other requirements)

Medical/Special Requirements:

Dietary Requirements:

Postal Address:

Postal Code:

Home Phone:

Work Phone:

Mobile:

Email:

EMERGENCY CONTACT DETAILS*

Name: Relationship to passenger:

Phone including country code:

| | |
|---|----------------|
| <u>~LAND TOUR COST IN USD – PER ITINERARY – PER PERSON, SHARING~</u> | |
| <u>~13-21 SEPTEMBER 2014 -7 NIGHTS~</u> | |
| 1) EARLY BIRD PRICE (ENDS 01 MAY 2014) MEMBER COST- PPDO – | USD \$1,675.00 |
| 2) MEMBER PRICE, BEGINNING 02 MAY 2014.....PPDO – | USD \$1,775.00 |
| 3) EARLY BIRD PRICE (ENDS 01 MAY 2014) NON MEMBER - PPDO – | USD \$1,775.00 |
| 4) NON MEMBER PRICE, BEGINNING 02 MAY 2014..... PPDO – | USD \$1,875.00 |
| 5) SINGLE ROOM SUPPLEMENT..... | USD \$ 495.00 |
| RATES ARE QUOTED FOR CHECK/MONEY ORDER/BANK DRAFT PAYMENTS. ADD 3% BANK CHARGES FOR CREDIT CARD PAYMENTS. PAYMENT BY WIRE TRANSFER MUST INCLUDE ALL BANK FEES. | |

Passenger 1: (please choose from the following options)

| | | |
|---|-------------|-------|
| _____ Member Early Bird Rate (ends 01 May 2014) | US\$1675.00 | _____ |
| _____ Member Rate (from 02 May 2014) | US\$1775.00 | _____ |
| _____ Non-Member early Bird (ends 01 May 2014) | US\$1775.00 | _____ |
| _____ Non-Member Rate (from 02 May 2014) | US\$1875.00 | _____ |
| _____ Single Supplement | US\$495.00 | _____ |

Total for Passenger 1: US \$ _____

Passenger 2: (please choose from the following options)

| | | |
|---|--------------|-------|
| _____ Member Early Bird Rate (ends 01 May 2014) | US \$1675.00 | _____ |
| _____ Member Rate (from 02 May 2014) | US \$1775.00 | _____ |
| _____ Non-Member early Bird (ends 01 May 2014) | US \$1775.00 | _____ |
| _____ Non-Member Rate (from 02 May 2014) | US \$1875.00 | _____ |
| _____ Single Supplement | US \$495.00 | _____ |

Total for Passenger 2: US \$ _____

Type of room: Twin Beds _____ Double Bed _____

Rooming Information

Sharing a Room

Name of roommate (if registered separately):

Do you wish our assistance in finding a roommate: Yes _____ No _____
(We will try to find you a roommate, however if one is not found, the single supplement will apply.)

Single Room Request:

Single supplement of USD \$495.00 will apply _____

PAYMENTS – Tour price is based on payment by check/money order/bank wire transfer including all bank fees. **For Credit Cards** – additional 3% bank fee will apply.

All payments are in U.S. dollars.

___ Paying by check or money order:

Scan and email or fax a signed copy of the registration form plus a copy of your check. Then mail check to Ceylon Express International. Registration will be held for 10 days.

___ Paying by bank wire transfer - participants will be responsible for all fees associated with the wire transfer.

Scan and email or fax a signed copy of the registration form to Ceylon Express International. The wire transfer details are as follows:

Ceylon Express Int'l.
Bank of America
20061 Brookhurst Street, H.B. CA 92646
Account # 07645-11705
Routing# 122000661
Swift code: BOFAUS3N

___ Paying by credit card:

Scan and email or fax a signed copy of the registration form to Ceylon Express International and complete and sign the following authorization.

Credit Card Holder's Authorization (Add 3% bank fee)

CARDHOLDER MUST SIGN THIS PORTION IN ORDER FOR THE CHARGE TO BE PROCESSED.

Name on card: _____

Amount to be charged: _____

I have been advised of traveler's insurance options: yes X no ___

Credit Card Type _____ **Number** _____

Exp: _____ **Security #** _____

Card holder's signature: _____ Date _____

Travel Arrangements – International Flights

Please provide your flight information, including airline and flight numbers, time and date of your arrival and departure. This may be submitted separately but no later than final payment date of **13 July 2014**.

First Registrant:

| | | | |
|------------|-------|-------|----------------------|
| Arrival - | Date: | Time: | Airline & flight no: |
| Departure- | Date: | Time: | Airline & flight no: |

Second Registrant:

| | | | |
|------------|-------|-------|----------------------|
| Arrival - | Date: | Time: | Airline & flight no: |
| Departure- | Date: | Time: | Airline & flight no: |

Pre and Post Tours – Book all pre and post tours directly with the tour operators offering these tours. All tours are posted on the WITIA website under EVENTS/Sri Lanka Educational Pre & Post Tours.

Please indicate which Pre and/or Post Tour/s you have signed up for:

First registrant:

Second registrant:

Travel Insurance - We highly recommend that you purchase adequate travel insurance to protect yourself while traveling, including medical and repatriation coverage.

Visa/Sri Lanka and Passport - It is imperative that you check with your local government passport office to determine if you need an entry visa for Sri Lanka. In some countries this can take a very long time, so be sure to check as soon as possible. Please remember that your passport must be valid for six months after your proposed trip with a minimum of 2 blank pages.

GENERAL INFORMATION & TOUR CONDITIONS

RESPONSIBILITY:

Ceylon Express International and/or their agents give notice that all tickets, vouchers and coupons issued by them and all arrangements for transportation or conveyance or for hotel/rail accommodation made by them, are made by them as agents ONLY, upon the express condition that they shall not be liable for any injury, damage, loss, accident, defects in any vehicle or through the acts of default of the Company or persons engaged in conveying the passengers, furnishing rental cars to them, or in carrying out the arrangements of the tour, or otherwise in connection therewith, or of any hotel, employee or proprietor. The aforesaid Ceylon Express International and/or their agents can accept no responsibility for losses or accidental expenses due to delays or changes in Airline/rail or other means of transport schedule, hotel over-booking or default, sickness, weather, strikes, war, quarantine or other causes. All such losses or expenses will have to be borne by the passengers. Baggage is at the owner's risk. Luggage and tour/trip insurance coverage is strongly recommended. The Air Carriers, railroad, or their transportation companies whose services are featured in these tours are not to be held responsible for any act, omission or event during the time passengers are not on board their conveyance. The passage contract in use by these companies when issued shall constitute the sole contract between the companies and the purchaser of these tours and/or passage.

RESERVATIONS & DEPOSITS:

A **non refundable** deposit of **\$250.00 per person** is required to ensure your reservation, together with a completed reservation form. The balance is due 60 days prior to departure date. A charge of **\$25.00pp**, per change will be levied for

any changes **after** itinerary is confirmed. **All rates quoted are based on current rates of exchange, Government taxes and Tariffs and are subject to change.**

CANCELLATION & REFUNDS:

If written notice of cancellation is made 90 days prior to the departure a cancellation fee of \$250.00pp will be charged. If canceled between 90 and 60 days the cancellation fee is \$350.00pp. If canceled within 30 days of departure the cancellation penalty is 50% of the tour cost **plus** any unrecoverable charges applied to us by our suppliers. **No refunds** within 14 days of travel and for 'no shows'. Airfares quoted carry penalties as levied by the Airline, which can vary by carrier. **We strongly recommend trip cancellation Insurance.**

CEYLON EXPRESS INTERNATIONAL, reserves the right to alter the itinerary or substitute hotels and services as it deems necessary. These changes may be necessary due to changes in local conditions beyond our control. Some changes may be to enhance a certain tour feature or to improve hotel accommodations, as we are constantly updating and evaluating our product. In all cases a comparable or superior substitute will be made. **Purchases** made by the traveler will be at his/her own risk and we will not be held responsible for any disputes or problems arising from such transactions.

WITIA INDEMNITY

By my payment I confirm my attendance at the annual Educational of Women in Tourism International Alliance Limited, held in Sri Lanka from 13-21 September 2014. I confirm that my attendance and participation in the Educational is entirely voluntary and I accept all risks involved therein.

Accordingly, the Women in Tourism International Alliance Limited ("WITIA") and the Local Organizing Committee (LOC) and or any of their respective officers, employees or agents shall not be liable for any loss, damage, injury or illness of whatsoever nature and howsoever caused, suffered by me (to my person or property) as a result, directly or indirectly, of attending the Conference and/or participating in the related activities, and WITIA and the LOC and/or any of their respective officers, employees or agents shall not be liable for any loss and/or damage (including indirect or consequential loss and/or damage) arising there from, and I hereby indemnify WITIA and the LOC and their respective officers, employees or agents from any loss, damage or injury that would otherwise incur arising from any loss or injury suffered by me arising from or incidental to my participation in the Event.

I/We have read and agreed to the Sri Lanka WITIA 2014 Educational Terms and Conditions and the WITIA Indemnity written above. By payment of deposit I/we accept all the terms and conditions listed in the two documents. I acknowledge that I/we have been offered trip cancellation insurance and I/we will not hold Ceylon Express International and its agents, nor WITIA and its agents, responsible for any expenses incurred.

Participant #1 _____ Date _____

Participant #2 _____ Date _____

NOTE: Please sign and return this form together with a clear copy of your passport, enlarged to 1.25 actual size.