



### BOOKING FORM

BOOKING INFORMATION		(TO BE COMPLETED BY AGENT)
Destination/s:		
Departure Date:		
Return Date:		
Lead Passenger Name:		

COMPLETED BOOKING FORM TO BE E-MAILED TO:		(TO BE COMPLETED BY AGENT)
Agent Name:		
Agent e-mail:		

PASSENGER/S PARTICULARS (AS PER PASSPORT)			(TO BE COMPLETED BY CLIENT)		
Title	First Name/s	Surname	Nationality	Passport Number	Passport Expiry date

PASSENGER/S CONTACT DETAILS		(TO BE COMPLETED BY CLIENT)
Passenger Name	E-mail address	Telephone number

EMERGENCY CONTACT DETAILS			(TO BE COMPLETED BY CLIENT)
Full Name	Relationship	E-mail address	Telephone number

*Emergency contact details should be someone who can be reached in case of an emergency, someone NOT traveling with.*

**Please initial here that -**

- i. All information above is correct,**
- ii. Full names are as per travel documents (ID / passport) and**
- iii. you agree to all the terms and conditions available online / attached and listed herewith.**

X \_\_\_\_\_  
initial here

**TO BE COMPLETED BY THE TRAVEL CONSULTANT AND PASSENGER/S**

I have been informed by the Travel Consultant, and where necessary I have informed the other passenger/s accordingly, to be in possession of following necessary requirements:		
		Comments:
1	Visas	
2	Temp/Permanent Residence In Passport	
3	Need 3 Clean Pages In Foreign Passport	
4	Need 2 Clean Pages In S.A. Passport	
5	PASSPORT VALIDITY (Valid 6 MONTHS After Return)	
6	Inoculation/s	
7	Insurance – Assepected or Declined ?	
8	Valid Drivers Licence	
9	Hotel/Land Arrangements Cancellation Fee	

X \_\_\_\_\_  
initial here

**NO DOCUMENTS WILL BE RELEASED WITHOUT:**

1. Full payment;
2. This booking form duly completed, signed and returned to XL Sandown Travel at the above mentioned agent e-mail address;
3. The booking form being duly completed, signed and returned to XL Sandown Travel at the above mentioned address, unless it has been previously signed;
4. Copy of passenger/s passport;

**I FURTHER CONFIRM THAT I AM AUTHORISED TO SIGN THIS BOOKING FORM AND THE TERMS & CONDITIONS, ATTACHED HERETO, ON BEHALF OF ALL OF THE PASSENGERS AND I SHALL INFORM ALL OTHER PASSENGERS OF THE TERMS & CONDITIONS AND REQUIREMENTS FOR TRAVELLING ACCORDINGLY. I HEREBY CONFIRM THAT:**

- i. XL Sandown Travel cannot be held responsible should :
  - the courier lose a passport;
  - visa be rejected by an embassy;
  - interview be/not be called by the relevant embassy;
  - deportation by immigration on arrival in the country, even if a visa was granted;
  - the visa applications not be submitted correctly and in time to its offices, which may result in the cancellation of the journey.
- ii. All passports are valid for a minimum of 6 months after the completion of your journey.
- iii. Prices cannot be guaranteed until full payment has been received by XL Sandown Travel, due to possible airfare increases, currency fluctuations and/or availability.
- iv. I accept and understand that XL Sandown Travel will not be responsible in any way, for cancellation and/or amendment fees (even if they are 100%) should the client cancel/change the reservation after it has been confirmed/issued.
- v. I accept and understand that XL Sandown Travel will not be responsible in any way, for cancellation or amendment fees (even if they are 100%) pertaining to denied boarding of this/these passengers/s by airline or immigration, for any reason.
- vi. Should boarding be denied, for any reason, either by the airline or passport control of country of destination – I accept that I must communicate directly with the airline concerned regarding refund/rebooking and not with XL Sandown Travel.
- vii. I understand that I cannot hold XL Sandown Travel responsible for any monies lost due to denied boarding, and I must claim from the airline direct.
- viii. I have been advised by XL Sandown Travel that several people have been denied boarding at Airports, and that I have to make sure my travel documents are all 100% in order as per the requirements of the country of destination, and XL Sandown Travel are in no way responsible for my entry documentation, or should I/we be denied entry based on the documentation.
- ix. If I/we should miss my/our flight due to negligence on my/our part (late arrival, expired passport, no visa etc.) – I understand that this constitutes cancellation/no show by the airline, and as such, I will be responsible for the cancellation/no show fees as well as any change penalties to re-book the ticket that is charged by the airline and agent.

X \_\_\_\_\_  
initial here

- x. I confirm that I have read and understood XL Sandown Travel full terms and conditions, accessible on via the following link or attached along with this booking form, and understand the above as well as the full set of terms and conditions.
- xi. I/we have secured the necessary passports, visas, insurance and inoculations for this booking.
- xii. I am authorised to sign this booking form and agree to all terms & conditions, on behalf of all of the passengers and I shall inform all other passengers of the terms & conditions and requirements for travelling accordingly. I hereby indemnify XL Sandown Travel from any harm, claim and/or damages that may arise as a result of my failure to adhere to do so.
- xiii. I/We have read, fully understand and accept the Terms & as well as the Booking Conditions as set out by the Hotel, Tour Operator and/or Airline. I am of age (18) and authorised to effect reservations and the conditions applying thereto, on behalf of all those detailed above.

X \_\_\_\_\_  
initial here

**Please sign here that -**

- i. **you have read and understood the above information;**
- ii. **the above information was brought to your attention in the manner prescribed by law; and**
- iii. **you agree to all the terms and conditions available online / attached and listed above.**

**SIGNED AT** \_\_\_\_\_ **ON THIS THE** \_\_\_\_\_ **DAY OF** \_\_\_\_\_ **20**\_\_\_\_\_.

**SIGNATURE OF CLIENT**

(if under 18, parent/guardian's signature)  
Duly authorised

**NAME & SURNAME** (in block capitals)

**AS WITNESSES:** 1. \_\_\_\_\_ 2. \_\_\_\_\_

**IMPORTANT INFORMATION:**

You, the client:

1. Are responsible for familiarising yourself with the terms and conditions of the Suppliers / Principals.
2. Must obtain the necessary insurance cover from an approved and recognised travel insurer.
3. Must familiarise yourself with the inherent dangers of and mental and/or physical condition required for your proposed travel arrangements.
4. Cannot travel if you do not have all required travel documents, such as passport and visa.
5. Consent to **XL Sandown Travel** providing certain information to the suppliers for the purpose of the client's cruise.
6. Consent to your carrier providing certain information on or permitting access to passenger data to Governments.
7. Bear the exclusive responsibility to advise the company if you have not received your tickets within 3-4 weeks after placing an order or at least two weeks prior to the your intended date of departure (unless special late delivery arrangements have been made).
8. Have read the warning in clause 16 relating to malaria.
9. Have taken note of the assumption of risk in clause 22.
10. A visa does not guarantee entry to any given country at point of entry.
11. Any bookings cancelled after confirmation may be subject to a cancellation fee. These vary from supplier to supplier and should be verified at the time of booking.
12. In the event of any liability attaching to the Company, liability shall be limited to a maximum of R5000 (Five Thousand Rand) per Traveller.

**PLEASE INITIAL HERE TO ACKNOWLEDGE THAT YOU  
HAVE READ AND UNDERSTOOD THESE IMPORTANT POINTS**