

# ENQUIRY HOTLINE: 0870 062 5039

CLIENT REF: \_\_\_\_\_

## BOOKING FORM TRAVELSCOPE

Important: To make a booking, complete all relevant boxes below, detach this page (ensuring that it is signed and dated) and send the completed form to us along with the required deposit for all those travelling and insurance premiums (should you wish our insurance to cover your group from time of booking eg. to cover possible cancellation).

Name of Group (1)

Your Name (2)

Position in Company

Company Name

Address (3)   
  
  
 Town   
 County  Postcode

Daytime tel. No.   
 Evening tel. No.

Fax No.

E-Mail

Title & Destination of Trip

Duration No. Days  No. Nights

Departure Date

Total Number of (5)  Passengers Travelling Total Number  Purchasing Insurance

Price (excluding insurance): Adult £  (6) Child £

Deposit per person £

Insurance price per person £

### Travel by Coach

When is the earliest your group could depart?

In what age category would you place your group? (Please tick more than one if relevant): Under 21  22-40  41-55  56-70  70+

Is the group mainly: Female  Male  Mixed  Singles  Couples  Families

**Pick-up point:** If your pick-up point address is different from your company address please let us know. Please also ensure that you send us a very detailed map and clear directions to the location of your pick-up point.

**\*Special Requests** Naturally, we do our best to comply with your special requests but regret that no guarantees can be given.

**Travel Insurance** We cannot over stress the importance of travel insurance. Please ask for details of our low cost, comprehensive cover with 24 hour medical emergency assistance.

**Payment Details** Deposits / Full Payment (delete as appropriate)  
 If you wish to pay direct into our bank please contact us for details

(7) Price £  Insurance £  Card charge £  Total £

#### CREDIT CARD

Cardholder's Name:

Card No:

Card Type:    

Expires:  Switch Issue No:

Can we collect the balance automatically from your credit card 8 weeks prior to departure YES/NO

Please make cheques payable to Travelscope Holidays Ltd

#### E.C Booking Information

- PASSPORTS:** I, as a party leader, must i) ensure that ALL passengers are advised of the need to hold a valid passport. ii) Advise passengers that all passports must be valid at least 6 months after the return date. iii) Advise all passengers that some foreign entry stamps in passports can prevent entry into certain countries.
- VISAS:** Although British Citizens do not require visas for Europe - I must ensure that all passengers are advised that it is their responsibility to check visa requirements with the appropriate embassies and obtain visas prior to departure.
- HEALTH AND VACCINATION REQUIREMENTS:** I must ensure that each traveller is aware that it is his/her responsibility to check all health and vaccination requirements which may be necessary for his/her proposed trip. Up to date information should be obtained from GP's before departure. In cases of difficulty you should contact your local Department of Health.
- LEGAL OBLIGATION:** I have been advised that I am entering into a legal contract on behalf of all people on this booking and must therefore have read, understood and agree to the booking conditions and in particular cancellation charges before signing.

To be signed by client: I confirm that on behalf of all the persons travelling, I have carefully checked all the details recorded on this form and agree that it contains information of all our requirements. I have also read and agree to the terms and conditions of business and scheduled airline's conditions (if applicable). I have also read and understood the cancellation charges in all cases. I have had my attention drawn to the E.C. booking information (above) concerning Passport, Visa & Health requirements and have been offered Travel Insurance,

Signed on behalf of all passengers  
 (8) \_\_\_\_\_



