

# Bus travel registration form

Applications must be received 60 days prior to the tour's departure. Those received after that date will be subject to the late sign-up policy. Applications received after 5 P.M. EST will be processed on the following business day. Consult the terms & conditions.

## 4 easy ways to enrol

**Web:** [explorica.ca/signup](http://explorica.ca/signup)  
**Mail:** Send completed form and payment to:  
Explorica, 3080 Yonge St., Ste. 5052, Box 32  
Toronto ON M4N 3N1  
**Phone:** 1.888.378.8845 x299 **Fax:** 1.888.375.6177

**Your tour information** (Once processed, please log in to your Tour Centre to ensure all of your information is correct.)

Teacher/Group Leader's name \_\_\_\_\_ Tour Centre ID \_\_\_\_\_  I have travelled with Explorica before

School Name \_\_\_\_\_ City \_\_\_\_\_ Destination \_\_\_\_\_

**Participant information** (Please print using all capital letters. Full name, including middle name, must be an exact match of your passport name.)

First name \_\_\_\_\_ Middle name \_\_\_\_\_ Email (Required for tour and billing communication.) \_\_\_\_\_

Last name \_\_\_\_\_ Suffix \_\_\_\_\_ Home phone \_\_\_\_\_

Street \_\_\_\_\_ Date of birth \_\_\_\_/\_\_\_\_/\_\_\_\_ Gender  Male  Female

City \_\_\_\_\_ Province \_\_\_\_\_ Postal code \_\_\_\_\_

**Emergency contact info** (required)

First & last name \_\_\_\_\_ Email \_\_\_\_\_ Primary phone \_\_\_\_\_ Secondary phone \_\_\_\_\_

**Additional options**

### Travel protection

- Enrol in Explorica's Travel Protection Plan Plus—\$18 per tour day, maximum \$270.
  - Enrol in Explorica's Standard Travel Protection Plan—\$12 per tour day, maximum \$180.
  - I decline travel protection. If I cancel my tour, I may lose some or all of my tour fee.
- For more information, visit [explorica.ca/protect](http://explorica.ca/protect).

### Room upgrades

- I am at least 23 years of age and would like to upgrade to a single room. (\$70 per night.)

**Payment information**

### Payment Plan

- Full payment** Pay entire balance now.
- Monthly automated plan** Pay \$100 deposit (and selected travel protection cost) now, and the balance will be divided into equal monthly payments until 35 days prior to your departure.
- 2-step manual payment plan** Pay \$100 non-refundable deposit (and selected travel protection cost) now, then the remaining balance is due 60 days prior to departure. **Payments are not automated.**

### Payment Method

Applications submitted without payment will not be processed.

- Chequing account** I enclosed my initial deposit, and I authorize that my chequing account will be used for future monthly payments.
- Credit/debit card:**  Visa  MasterCard

Card number \_\_\_\_\_ Expiration date \_\_\_\_\_

Card security number \_\_\_\_\_  
(Three digit number printed on the back of your card)

Cardholder's name \_\_\_\_\_  
Billing address for this card:  Same as above

Street \_\_\_\_\_ City \_\_\_\_\_ Province \_\_\_\_\_ Postal code \_\_\_\_\_

I have read and fully understand the "Participant Release & Agreement" and the "Terms & Conditions" as supplied herewith.

Participant \_\_\_\_\_ Date \_\_\_\_\_

I have read and fully understand the "Participant Release & Agreement" and the "Terms & Conditions" as supplied herewith.

Participant's parent/guardian (required if the participant is under 18 years of age) \_\_\_\_\_ Date \_\_\_\_\_

# Participant Release & Binding Arbitration Agreement

I, the undersigned (or my parent or guardian if I am under 18 years old ),  
an applicant for an educational tour provided by Explorica Canada Inc.  
(hereinafter referred to as "Explorica"), agree to the following:

- 1** Explorica Canada, Inc. Explorica, Inc., its and their owners, directors, officers, employees and affiliates, your sponsoring school, teachers, chaperones and group leaders, (collectively "Explorica") does not own or operate any entity which is to or does provide goods or services for your trip including, for example, ownership or control over hotels or other lodging facilities, airline, vessel, bus, van or other transportation companies, local ground operators, providers or organizers of optional excursions or equipment used thereon, food service or entertainment providers, etc. All such persons and entities are independent contractors. As a result, Explorica is not liable for any negligent or willful act or failure to act of any such person or entity, or of any other third party. Without limitation, Explorica is not responsible for any injury, loss, or damage to person or property, death, delay or inconvenience in connection with the provision of any goods or services occasioned by or resulting from, but not limited to, acts of God, acts of government, force majeure, acts of war or civil unrest, insurrection or revolt, strikes or other labor activities, criminal or terrorist activities of any kind, or the threat thereof, overbooking or downgrading of accommodations, structural or other defective conditions in hotels or other lodging facilities, mechanical or other failure of airplanes or other means of transportation or for any failure of any transportation mechanism to arrive or depart timely or safely, dangers associated with or bites from animals, pests or insects, marine life or vegetation of any sort, dangers incident to recreational activities such as scuba diving, zip lining, snorkeling, paddle boarding, surfing, swimming, kayaking, sailing, canoeing, rafting, hiking, bicycling, rock climbing, etc., sanitation problems, food poisoning, lack of access to or quality of medical care, difficulty in evacuation in case of a medical or other emergency, illness, epidemics or the threat thereof or for any other cause beyond the direct control of Explorica. In addition, I release Explorica from its own negligence and assume all risk thereof.
- 2** My Explorica tour begins with the departure of the Explorica bus or take-off of the flight from my departure city and ends upon completion of the return flight or Explorica bus trip to Canada.
- 3** Without diminishing Paragraph 1 of this Agreement, I understand that Explorica is not responsible for me when I am apart from Explorica-organized activities, such as visits to friends or relatives, or during stay-ahead/stay-behind optional periods if the optional period does not include the services of an Explorica Tour Director.
- 4** If I become ill or incapacitated, Explorica or my Group Leader, may take any action they deem necessary for my safety and wellbeing, including attempting to secure medical treatment (at my own expense) and/or transporting me home at my own expense.
- 5** I agree to abide by Explorica's regulations and the directions of my Group Leader or Explorica's personnel during my tour. Failure to do so may result in Explorica terminating me from the tour immediately. I understand that to disobey such rules or directions is cause for me to be sent home, at my own expense, with no right of refund.
- 6** I agree to abide by all local laws including those concerning drugs and alcohol. I understand that to abuse or disobey such laws is cause for me to be sent home, at my own expense, with no right of refund. I understand that I will be subject to the laws of the country I am visiting.
- 7** I understand that I will be required to pay for any phone calls or incidental personal expenses that I incur at hotels, as well as for any damage I cause to hotel rooms or facilities, buses, ferries, trains, or cruise ships. I will indemnify Explorica and hold it harmless for any financial liability or obligation which I incur, or injury or damage to the person or property of others which I cause or contribute to, while participating on an Explorica tour.
- 8** I understand that both Explorica and my Group Leader reserve the right to refuse or cancel my enrolment for conduct which in either's sole discretion could impact the participant's ability to comply with trip regulations or which could impact the group's enjoyment of the trip and that in any such case standard cancellation fees will apply.
- 9** Explorica has the right to make changes in tour itineraries and departure dates and to modify transportation or lodging arrangements. In the event of changes being made, refunds will be given only in accordance with the provisions of the "Explorica Terms and Conditions" supplied herewith.
- 10** I understand that it is my responsibility to secure all necessary travel documents, including passport, visas, transit visa and any required travel insurance unless specifically arranged for the group by Explorica. Failure to do so does not constitute grounds for a refund except according to the normal cancellation guidelines as outlined in the "Explorica Terms and Conditions."
- 11** I acknowledge my choice to travel with the teacher/Group Leader organizing my group, and I understand that this choice is not the responsibility of Explorica. I understand that Explorica reserves the right to reassign my group to a replacement
- 12** teacher/Group Leader should my original Group Leader be unable to, or determine not to, participate in the tour and that the standard cancellation policy will apply if I choose not to travel with the new Group Leader.
- 13** Any film or video likeness taken of me while participating in an Explorica program and any comments or statements made by me while participating in an Explorica program may be used in future promotional or other materials published by Explorica without payment of any consideration therefor.
- 14** I understand that as a participant or as a parent of a participant I authorize my first name and last initial to be included in an online roster.
- 15** This Agreement, and the Terms & Conditions supplied herewith constitute the entire Agreement (collectively, "Agreement") between Explorica and me. I understand that no warranty or representation not herein, including but not limited to any oral statements made to me by agents of Explorica or by my school or Group Leader, applies to any Explorica tour. This agreement may be amended or modified only in writing, signed by an Explorica officer at Explorica's main office in Toronto, Canada.
- 16** BINDING ARBITRATION. I agree that any dispute concerning, relating, or referring to this Agreement, the brochure, or any other literature concerning the trip, or the trip itself shall be resolved exclusively by binding arbitration in Toronto, Ontario, according to the then existing commercial rules of the American Arbitration Association. Such proceedings will be governed by substantive (but not procedural) Ontario law. The arbitrator and not any federal, province, or local court or agency shall have exclusive authority to resolve any dispute relating to the interpretation, applicability, enforceability, conscionability, or formation of this Agreement, including but not limited to any claim that all or any part of this Agreement is void or voidable.

# Explorica's code of conduct

To make sure everyone has a fun, mishap-free adventure, it's important that you follow a few basic behavioural guidelines on your tour.



**Educate yourself about the culture you're visiting.** Before you jet off across the world, do a little research. How do they dress? What do they eat? How do they say "hello"? This will help you adjust to the new environment and keep you from looking like a tourist.



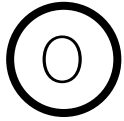
**X marks the spot.** Be where you need to be when you need to be there. Always come prepared with local maps, essential phone numbers, and a watch, so it's easy for you to get to designated meeting spots on time. Scheduled activities are mandatory. If you need to be excused from an activity for any reason, please ask your group leader for permission in advance.



**Pay attention to your surroundings.** In a new environment, there's a lot to take in, but you need to stay alert. Be mindful of your safety and belongings at all times, so that you can avoid any mishaps while traveling.



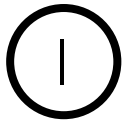
**Listen to your group leader and tour director.** Your group leader is responsible for your safety, and your Explorica tour director is an expert in every aspect of your destination. Listen to them and do what they say at all times. This means getting places on time, respecting curfew, and following all rules in place, so everyone can have a fun and safe experience.



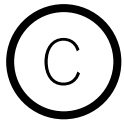
**Organize your free time responsibly.** Throughout your trip you'll have periods of free time. During this time, you should always be with a small group, and never stray too far from your meeting place. Be sure to wear a watch, carry a map, and allot plenty of time to get to your meeting place early, so your group doesn't have to wait.



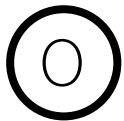
**Respect the people and the culture.** When you travel, think of yourself as a guest in someone else's home. Even if foods, clothes, or behaviours seem strange to you, be understanding and accepting of the culture.



**Illegal activities will not be tolerated.** The laws abroad may be very different from the laws back home, but no matter how strange they may seem to you, follow them! If not, you are subject to the legal consequences and immediate dismissal from the tour.



**Consumption of hard alcohol will not be tolerated.** We do not permit excessive drinking on our tours. The allowance of a glass of wine or beer at meals is up to the discretion of your group leader if you are over 18 and of legal drinking age in the country you are visiting.



**Offer help and support to your peers, group leader and tour director.** You're all in this together! Whether a friend needs a hand lifting a suitcase, your group leader needs to get everyone quiet to call roll, or your tour director needs help learning someone's name, lend a helping hand to whoever needs it.



**Damages are your own personal responsibility.** If you break it, you buy it. If you damage anything in your hotel or bus or incur any additional fees (e.g. phone calls, room service, etc.), you will be held responsible and required to pay for it. If you notice any damage upon arrival, notify your tour director immediately.



**Experience the world and have fun!** These rules are in place to keep your entire group safe, healthy, and happy on tour. Now it's your job to get out there and enjoy the experience of a lifetime. *Bon voyage!*

# Explorica terms & conditions

The following terms & conditions are valid until August 31, 2016, and for travel between October 1, 2015, and September 30, 2018.

## What does the tour fee include?

- > Round-trip transportation from your departure city
- > Accommodations that sleep 3 to 4 per room, always with private bathrooms (unless otherwise noted); participants may be roomed with other same-gender participants from the entire bus group
- > Local transportation to all scheduled itinerary activities
- > Breakfast daily (unless otherwise noted)
- > Dinner daily at your destination (unless otherwise noted)
- > Beverages at dinner
- > All excursions, led by professional local guides, as specified in the itinerary
- > City walks led by an Explorica Tour Director, as specified in the itinerary
- > Theatre tickets and visits to local attractions, as specified in the itinerary
- > Full-time services of a professional Tour Director
- > 24-hour emergency service
- > Overnight security in selected cities

If we fail to deliver any of the above services, we will promptly refund you its value.

## What does the tour fee not include?

- > Lunches, unless specified in the itinerary
- > Optional excursions and/or extensions
- > Explorica's Travel Protection Plan
- > Local transportation to unscheduled activities
- > Tips to Tour Director, bus drivers, or local guides
- > Any applicable private group fee or small group supplement
- > Passport, visa, reciprocity fees, and any required travel insurance (if applicable)

## How do I enrol?

We use the Internet and email as our primary method of communication, a system that enables us to keep our costs—and yours—down. We must have a valid email address in our system for every traveller in order to correspond efficiently. If we do not have your current email address, you will not receive important tour updates or payment reminders.

Online, phone and fax enrolments require a valid credit card (MasterCard or Visa), or a valid chequing account for electronic payment.

### To enrol online:

Explorica strongly recommends you enrol online. It is the most immediate and seamless enrolment method, and it allows us to keep our prices low. To enrol online, go to [explorica.ca](http://explorica.ca) and click on "Sign Up".

### To enrol by phone:

Call toll-free 1.888.378.8845 ext.299 to speak to a Customer Care Representative.

### To enrol by fax:

Complete the enrolment form in the Participant Registration Booklet and fax toll-free to 1.888.375.6177. Faxes received after 5 PM EST will be entered the following business day.

### To enrol by mail:

Fill in the enrolment form in the Participant Registration Booklet and mail it to:

**Explorica Canada Inc.**  
**Attn: North American Admissions**  
**3080 Yonge St., Suite 5052, Box 32**  
**Toronto, ON M4N 3N1**

All mailed enrolments may be paid by cheque, money order, credit card (MasterCard or Visa), or electronic payment from a chequing account. Registration is considered date of receipt.

### Enrolment deadlines

Our tours fill up fast; enrol as early as possible. All enrolments, including chaperones, received less than 60 days prior to departure will be subject to a \$25 late enrolment fee and must immediately be paid in full, including the service fee, by debit or credit card, certified cheque, or money order. After late enrolment applications have been received, additional charges (for last-minute reservations, increased Tour Fees, etc.) may apply. Late applicants will be placed on a waiting list; if no space becomes available we'll refund the full payment, minus any reinstatement or previous cancellation fees that may apply. For the complete terms governing late enrolments, please contact Explorica or visit [explorica.ca/faq](http://explorica.ca/faq).

## What is the payment schedule and process?

Explorica offers three main payment options for our tours. We accept MasterCard, Visa, electronic chequing account payments, money orders and personal cheques made payable to "Explorica Canada Inc."

### Monthly automated plan

Pay your \$50 deposit and travel protection plan costs with credit/debit card or chequing account upon enrolment, and the balance of your Tour Fee will be automatically charged to your card or debited from your account in equal monthly instalments until 35 days prior to your departure date (chequing account) or 65 days prior to your departure date (credit/debit card). Please note that you must make all payments by credit card, debit card, or chequing account. If two consecutive payments are returned NSF or declined by your bank or

credit card company, we will change your account to the designated Manual Plan.

### Full payment

Pay in full at time of enrolment.

### Manual payment plan

In this plan, you pay your \$100 non-refundable deposit and travel protection plan costs upon enrolment, then the remaining balance is due 60 days prior to departure. Explorica will send email reminders of payments due approximately two weeks in advance of the payment due date. Please note that we do not automatically deduct payments on this plan; you must make each payment manually.

## General payment information

We accept electronic chequing account payments, MasterCard, Visa, money orders, online banking and personal cheques. Any payments made past the final payment deadline must be paid by certified cheque, money order, or credit card. Please note personal cheques are only accepted until 60 days prior to departure.

Each month we will automatically charge the credit cards or debit the chequing accounts of participants who choose our monthly payment plan; we will send email reminder of payments due to all other participants approximately two weeks in advance of the payment due date. You will receive payment reminders only through email and not through the mail. Payments that are late are subject to a \$25 late fee. The date of payments is determined by the date of receipt at Explorica. If you do not meet the conditions of your payment plan, your tour reservation will be cancelled (subject to standard cancellation policy).

Payments rejected due to insufficient funds, disputed by your credit company, returned to us by the drawer's bank, or returned due to a stop-payment order are subject to a \$30 non-refundable fee. We reserve the right to cancel reservations for any participant who does not meet his or her contractually obligated payment schedule.

Payments from Quebec residents are held in a trust account until tour departure.

### Mail cheques or money orders to:

**Explorica Canada Inc.**  
**Attn: Accounts Payable**  
**3080 Yonge St., Suite 5052, Box 32**  
**Toronto, ON M4N 3N1**

## What is the cancellation policy?

Before the tour begins, Explorica reserves space for each enrolled traveller and thus incurs costs. For this reason, we must charge cancellation fees. In order to protect your travel investment in the event you need to cancel your tour, Explorica strongly recommends purchasing its travel protection plan. The following cancellation policies apply:

| If you withdraw this many days prior to departure | You will receive a full refund minus the following amounts |
|---|--|
| More than 60 days                                 | \$100 non-refundable fee                                   |
| 60-31 days  | 50% of all Fees + \$100 non-refundable fee                 |
| 30 days or less                                   | No refund  |

All cancellation requests must be submitted in writing by mail, fax, or email to [cancellations@explorica.ca](mailto:cancellations@explorica.ca). Regrettably, we cannot refund late fees, bank fees, transfer fees, tickets and deposits for pre-booked events, or Travel Protection plan costs, and we cannot transfer any payments between participants. Most participants will receive their refund within six weeks. Note: Travel Protection Plans are non-transferable and non-refundable.

### Reinstating enrolment

Participants who have cancelled and then want to rejoin the tour must pay any difference between the old and new Tour Fees and travellers must also re-purchase insurance (if applicable). In addition, any reinstatement after 60 days prior to departure is subject to any applicable late fees, and their enrolment is subject to availability and to all conditions governing late applications (if applicable).

## What about a travel protection plan?

Through Trip Mate, our third-party travel protection plan provider, four out of five Explorica travellers protect their tours with our travel protection plans.

Explorica offers two great plans that help protect your educational travel investment.

### Explorica's travel protection plan

TripMate's standard travel protection plan covers you for the following events:

- > A traveller's injury, sickness, or death of a family member
- > Theft of passport or visa
- > Flight cancellations due to strike or bad weather
- > Loss of luggage and personal effects

- > Trip cancellation or trip interruption due to covered reasons such as a covered sickness, illness, injury or death
- > Trip cancellation or trip interruption due to terrorist acts, as defined

### Explorica's travel protection plan plus

Along with providing you the same benefits as our standard Travel Protection Plan, the Explorica Travel Protection Plan Plus also includes a Cancel For Any Reason Waiver Benefit.

With our Cancel For Any Reason Waiver Benefit, if you cancel your trip for any reason not otherwise covered by this policy, we will reimburse you for 75% of the non-refundable cancellation fees which apply to your trip, provided:

- 1) Payment for this plan is received by Explorica within 14 days of your initial deposit/payment for your trip; and
- 2) you cancel your trip thirty (30) days or more before your scheduled trip departure date.

This Cancel For Any Reason waiver benefit does not cover: 1) penalties associated with any air or other travel arrangements not provided by Explorica; or 2) the failure of Explorica to provide the bargained-for travel arrangements due to cessation of operations for any reason.

The Cancel For Any Reason Waiver Benefit is provided by Explorica itself and is not an insurance product. It must be purchased within 14 days of your initial payment for your trip.

### Travel protection plan benefits

The following benefits apply to both of Explorica's high-quality travel protection plans:

**Trip Cancellation or Interruption.** If you have to cancel or interrupt your Explorica trip after departure due to a covered injury, sickness, or death (your own or that of a travelling companion or a family member) or for other covered reasons such as: Cancellation or Interruption of your Trip due to: Inclement Weather, unannounced Strike, or mechanical breakdown that causes complete cessation of services of Your Common Carrier for at least 12 consecutive hours; a documented traffic accident while en route to departure; being hijacked or quarantined; jury duty; destruction of your home or destination by fire, flood, burglary or natural disaster; being called to the emergency service of government to provide aid or relief in the event of a natural disaster; a documented theft of passports or visas; a transfer of employment of 250 miles or more; a Terrorist Incident which occurs in a city listed in the itinerary of your Trip provided the Terrorist Incident occurs within 30 days prior to the Scheduled Departure Date for your Trip; or revocation of military leave due to war.

**Travel delay.** Reimburses up to \$100 per day (maximum of \$500) for reasonable accommodation and travelling expenses until travel becomes possible if you are delayed for 12 hours or more due to a covered reason such as a common carrier delay; injury, sickness, or death of you or your travelling companion; quarantine; loss of passport, travel documents, or money; or natural disaster.

**Medical expense/emergency assistance.** Provides reimbursement up to \$1,000,000\* for reasonable and customary medical expenses incurred while on your trip; emergency dental treatment received during your trip not to exceed \$750; up to \$50,000 for the cost of emergency transport to home or an appropriate hospital, including escort expense (both, if deemed necessary by the attending physician), for a covered injury or sickness which occurs while on your trip; or the cost of homeward carriage if deceased.

**\*The accident and sickness medical expense benefits of this plan are subject to a maximum benefit limit of \$15,000 for those persons who at the time of a covered injury or sickness do not have valid hospital and medical insurance under a Government Health Insurance Plan of a province or territory of Canada.**

**Baggage & personal effects.** Coverage up to \$2,000 for direct physical loss or damage to your baggage, passports, or visas while on your trip. A \$600 maximum limit applies to jewellery, gems, watches, cameras and camera equipment, and furs; a \$300 per article limit applies to all other items. If, while on your trip, your baggage is delayed for more than 24 hours, we will reimburse you up to \$100 for the purchase of necessary additional clothing and personal articles.

**Pre-existing conditions waiver.** The plan exclusion for pre-existing conditions is waived if you purchase the plan within 14 days of your initial deposit/payment for your trip.

A "Description of Coverage" which provides complete details of the TripMate plan, including conditions, exclusions, and limitations, is available to you on our website by searching "travel protection plan" or at any time by request. Please Note: This advertisement does not constitute or form any part of the Description of Coverage or any other contract of any kind. This plan is underwritten by: Northbridge General Insurance Corporation, Toronto, ON. Please Note: Plan benefits, limits, and provisions may vary by province. To review full plan details online, go to: [www.tripmate.com/wpCN433C](http://www.tripmate.com/wpCN433C). Benefits are administered by: Northbridge Claims Administration, c/o Active Care Management P.O. Box 481126 Kansas City, Missouri 64148-1126.

For more information on Travel Protection, visit [www.tripmate.com/wpCN433C](http://www.tripmate.com/wpCN433C).

The cost for Explorica's Travel Protection Plan is \$12 per day of your tour, maximum \$180. This plan should be purchased at the time of enrolment, and cannot be refunded once selected.

The cost for Explorica's Travel Protection Plan Plus is \$18 per day of your tour, maximum \$270. This plan should be purchased at the time of enrolment, and cannot be refunded once selected.

## Are there optional extras for individual participants?

Explorica offers various options to enhance your overseas experience. You must register for the following optional extras at the time of your enrolment. Any changes to your itinerary after time of enrolment will be subject to availability and additional charges will apply. For further details, please consult an Explorica Customer Care Representative at 1.888.378.8845 x299.

**Land-only tours.** On many of our tours, you may arrange for your own bus transfer and join the group at the first hotel at the first destination. We will discount your Tour Fee by up to 35 percent.

**Accommodations.** All participants aged 22 and younger room together in same gender triples or quads from the entire bus group (unless otherwise noted). Hotel rooms are furnished with either single or double beds; single beds sleep just one person and double beds may be shared. Participants aged 22 and younger may choose to upgrade to stay in a double/twin room for an additional \$35 per night. Participants aged 23 or older are required to stay in a double/twin room and are therefore automatically charged the additional \$35 per night. Participants aged 23 or older may choose to upgrade to stay in a single room for an additional \$70 per night. The deadline for requests for double/twin or single room upgrades is 60 days before departure. For more information on accommodations, visit [explorica.ca/get-ready.asp](http://explorica.ca/get-ready.asp).

**Optional activities.** On each program we offer a number of optional activities pre-negotiated with our suppliers. Enrolling prior to departure helps us plan; we offer you a discount on each of these activities if you enrol 45 days or more before departure. For most optional activities you can enrol online up to 60 days prior to your departure date, and over the phone up to 45 days prior to departure. After that date, you can register on a space- available basis only during the tour itself. Some activities require pre-booking; please refer to the individual tour itineraries for booking specifics. All optional excursions are based on 20 paying participants. If there are fewer than 20 paying participants enrolled on an optional excursion, Explorica reserves the right to add a surcharge or cancel the optional excursion at its discretion.

## Are there optional tour enhancements for the group?

Explorica offers various options to your Group Leader to enhance your travel experience. Those additions and alternatives must be reserved for the entire group when the Group Leader creates a Tour Centre.

## Adults and children under 8

Our programs are primarily developed for youths, but adults are welcome to participate. As our prices are based on youth rates, we charge a flat rate adult supplement of \$45 per adult (23 years of age or older). Adults are automatically placed in twin rooms unless a single room is requested. The double/twin or single room supplement will apply in addition to the \$45 adult supplement, and will be charged even if the adult requests a triple room. We do not accept applications for travellers under the age of 8 at time of departure.

## General information

Any requested changes to itinerary, travel date, package type, group size or other aspects of your tour made after your tour has been chosen may be subject to additional fees.

Please note that once a Group Leader chooses a new itinerary, new departure date, or small group supplement, that decision is binding for the group. Participants wishing to cancel their enrolments at that point must pay any applicable cancellation fees. Additionally, once a Group Leader or school board cancels a tour or activity on behalf of the group, standard cancellation fees apply.

**Private & Custom tours.** Your group may elect to have its own bus and Tour Director rather than travelling with one or more other groups. A minimum group size is required for this option, and the group leader is responsible for ensuring that the minimum is met. A private tour will follow the published itinerary (including any tour upgrades or options your group has selected). Your initial price quote includes a private group fee based on your estimated group size, and that fee is variable based on the final group size and tour length. If your final group size is less than the initial quoted group size, participants will be required to pay an increased private group fee. If individuals or the group chooses to cancel, or the minimum group size is not met, all applicable cancellation fees would apply.

**Changes in travel dates.** For Private and Custom tours, Explorica reserves the right to change the date of departure due to heavy demand on certain peak travel dates. From October 1 to April 30, the change of date will be no more than one day in either direction. From May 1 to September 30, the change of date may be up to three days in either direction.

**Changes in itineraries.** Explorica reserves the right to make changes in the itinerary when deemed necessary. These changes might include shifting the order of cities visited, reversal of the tour, or exchanges of bus lines, or modes of transportation. On certain days some attractions might be closed, so we will offer a similar activity or refund you the cost of the cancelled event. If your group's bus arrives late on the scheduled arrival day, we will attempt to reschedule any activities you miss on that day or provide an adequate substitute activity on another day of your tour. All itinerary changes requested by the Group Leader must be made through Explorica and may incur additional fees.

**Passports and visas.** When applicable, it is each traveller's responsibility to obtain a valid passport, visa, transit visa and any required travel insurance coverage and notarized parental consent form. We suggest that this process be completed well in advance of

departure. Please note that customs officials may not allow you to enter a country unless your passport is valid for at least six months after your return date. All travellers must contact the appropriate embassies and consulates to inquire about and obtain any necessary visas for all countries to be visited.

**Passengers with Disabilities.** Any disability or allergy requiring special attention should be reported to Explorica at the time you make your reservation. We will make reasonable attempts to accommodate special needs, but we are not responsible for any denial of services by carriers, hotels, restaurants, and other independent suppliers. Travellers requiring extraordinary assistance must be accompanied by a companion who is capable of and totally responsible for providing the necessary assistance. Please refer to the Special Needs and Disabilities section of our FAQ at [www.explorica.ca/faq](http://www.explorica.ca/faq) for more information.

**Canadian Government and Health Canada Warnings.** Each traveler is responsible for reviewing any relevant Foreign Affairs and Health Canada warnings prior to booking. These can be found at [www.travel.gc.ca](http://www.travel.gc.ca) and [www.hc-sc.gc.ca](http://www.hc-sc.gc.ca).

**Additional information.** Each Explorica tour begins when you leave from your departure city and ends upon completion of the return trip.

Explorica reserves the right to cancel a tour at its discretion and in any such case all monies paid to Explorica for the trip will be refunded. No additional compensation, for example, pre-trip preparation expenses will be made. Providers of certain tour activities or inclusions may require that additional waivers or terms & conditions are signed by the Group Leader, chaperone, or traveller prior to participation in that activity or inclusion. Those documents are not governed by Explorica, and it is the Group Leader, chaperone, or participant's responsibility to read and understand them prior to signing. Failure to complete these documents may result in delays or modification/cancellation of the tour inclusion, and no refund from Explorica will be provided.

Please note that a participant will not be allowed to travel on an Explorica tour if his/her name does not appear on the travel roster on the day of departure or if he/she has not agreed to Explorica's terms and conditions.

Travel Registration Number: 50012536

OPC Number: 702916

CABUS