



Terms & Conditions

Please sign below – Scan, Mail or Fax back

Fax 262-275-3996 ~ Mail: PO Box 440, Fontana, WI 53125

Reservations and Payment

A non-refundable deposit of 30% of total trip cost is required at time of booking. Balance is due 60-90 days prior to departure.* GL Tours accepts major credit cards and wire transfers. * **Deposit and final payment policies may differ with some properties and during holiday periods. By submitting your deposit, you agree to the terms and conditions as stated in this document.**

Late Bookings

Late bookings may incur extra fees.

Cancellation policy: Cancellations, effective upon receipt of written notice, are subject to the following penalties of the full trip price:*

***Some properties may have additional penalties**

- o 30% non-refundable due at time of confirmation
- o 90-61 days prior to arrival: 50% penalty
- o 60-46 days prior to arrival: 75% penalty
- o 45 days prior to arrival: 100% penalty

Airline cancellation charges will be assessed according to airline policies at the time of cancellation.

Unused portions of a tour are non-refundable, regardless of the reason

Travel Insurance is available and recommended. Please ask your GL Tours representative for details and rates.

Travel and Health Documents for U.S. Citizens

A valid U.S. Passport is required for international travel. **Some countries also require a visa or tourist card. Be sure to check country requirements at time of booking and again 4 weeks before departure.** Consult your local health service or physician for recommended immunizations. **Passports, visas, tourist cards and health certificates are the traveler's responsibility.**

Physical Disabilities

Any disability requiring special attention or treatment must be reported to GL Tours when the reservation is made. Any person who cannot travel independently or who needs any form of assistance must be accompanied by a companion who can ably attend to the person's specific needs.

Luggage

Checked baggage allowance and fees vary by airline and destination. It is the passenger's responsibility to contact the airline or booking agent for their specific flight limitations. Domestic flights within Central and South America limit weight to 25-50 lbs. per person depending on destination. GL Tours accepts no liability for loss or damage to luggage. Baggage insurance is recommended and is available through Travel Guard.

Items Not Included

Food and beverages (unless specified), optional activities, excess baggage charges, baggage handling, and gratuities to guides, etc. are not included. It is the traveler's responsibility to pay all fees at the airport or, in some cases, electronically prior to departure. Please visit: <http://travel.state.gov> for up to date information.

Limitations of Liability

The responsibility of GL Tours is strictly limited. GL Tours organizes, promotes and sells tour programs using independent ground operators, hotels, airlines and other suppliers (collectively, "Suppliers"). We do not own, operate, manage, control or supervise these suppliers and therefore we cannot be liable for any acts or omissions, including any negligence, gross negligence, or reckless or willful acts, on their part. By utilizing the travel services of the suppliers, you agree that you will look to such suppliers for any accident, injury, property damage or personal loss to you or to those traveling with you, and that neither GL Tours nor any representative of GL Tours shall be liable. Without limitation, GL Tours is not responsible for acts of God, equipment failures, vehicle accidents, illness from food or otherwise, detention, assaults, theft or criminal activity, annoyance, delays, quarantine, strikes, failure of any means of conveyance to arrive or depart as scheduled, civil disturbances, terrorism, government restrictions or regulations, and discrepancies or changes in transit or hotel services over which it has no control. Reasonable changes in the itinerary may be made by GL Tours or its suppliers where deemed advisable for the comfort and well-being of the passengers. On advancement of deposit to GL Tours, the depositor therefore agrees to be bound by the above recited terms and conditions.

I have read and understand the terms and conditions and authorize payment:

Signature: _____ **Print Name as it appears on your card:** _____

Credit Card Number: _____ **Expiration date** _____ **Security code** _____

CC Billing Address _____ **City** _____ **State** _____ **Zip** _____

Cell phone: _____ **Other phone:** _____

Travel Documents mailing address: _____ **City** _____ **State** _____ **Zip** _____