



Registration Form

Welcome! We are glad you have chosen to go on a Lesley University trip to Vietnam, Laos and Cambodia organized by Cross Cultural Journeys. To reserve a space please fill out a copy of this form for each person traveling, being sure to sign it on the reverse side, and mail it along with your deposit (if not already submitted) to: **Cross Cultural Journeys, P.O. Box 1369, Sausalito, CA 94966-1369.**

We must have this form signed before you may participate. Please make a copy of this form for your records.

DATES OF TRAVEL _____
Name: _____ Today's date: _____
Address: _____ City, State, Zip: _____
Home phone: _____ Cell Phone: _____ Fax: _____
E-mail _____ Summer e-mail: _____
Male/Female: _____ Birth date: _____ Occupation: _____
I heard about this trip through: _____

RESERVATION:

Enclosed is my deposit of \$500 (Check payable to: Cross Cultural Journeys)
 Put my deposit of \$500 on my credit card VISA MC
Card #: _____ Exp. Date: _____
Name on Card: _____
Card Billing Address (if different from above): _____
I authorize CCJ to charge the above credit card.
I have read, agreed to, and signed the terms on the back of this form.
Signature (must be person whose name is on card): _____
Date: _____
Note: We request all final payments be made by check.

ACCOMMODATIONS:

I would like to share a room. Please assign me a roommate.
 I am traveling with _____. We would like to share a room.

INTERNATIONAL TRAVELERS:

Information about your passport is required for international travel. If the information is not readily available at this time please be sure to get it to us as soon as possible.

I have enclosed a copy of the front page (picture page) of my passport.
Passport #: _____ Name on passport: _____
Expiration date: _____ Country of issue: _____ SS#: _____

Please see reverse side

TERMS & CONDITIONS:

COSTS INCLUDE: International air fare (per itinerary); all in-country ground, air, and waterway transportation; most meals (as indicated on itinerary); hotel with double room accommodations (twin beds); baggage handling fees; permits and entrance fees; leader; trip manager; local guides; workshops; and pre-departure materials.

NOT INCLUDED: Airport departure taxes; passport and visa fees; excess baggage charges; laundry; telephone calls or other personal items; alcoholic beverages; meals not specified in the itinerary; academic credit; tips to room maids; tips to guides (optional, yet customary); taxis to non-scheduled events; medical, hospital or evacuation costs. (Supplemental accident and baggage insurance is strongly recommended. Information about travel insurance will be sent upon receipt of deposit.)

ITINERARY: We make every effort to maintain the itinerary; however, it is subject to change depending on weather, festivities, the serendipitous and the unexpected. This is an itinerary designed to honor the synchronicity of the journey. Travelers need to have a sense of adventure and be willing to be flexible.

RESERVATION: Early reservations are recommended since group size is limited and journeys require adequate preparation time. To reserve a space submit reservation form along with \$500 deposit per person. Cross Cultural Journeys accepts deposits by VISA, MasterCard, and/or check made payable to Cross Cultural Journeys. Upon registration we will send written confirmation of your deposit along with additional information about your trip. We will invoice the remaining payment, to be paid by check. To secure reservations on a trip departing within 75 days, full payment by check is required at time of reservation.

PAYMENTSCHEDULE:

At time of reservation	\$500
March 15	Balance

CANCELLATION FEES & TRANSFERS: Cancellations must be received by CCJ in writing by letter or fax. We calculate your refund based on the day we receive written notification. Regardless of reason or cause, cancellations result in the costly processing of letters, toll calls, record adjustments, refund checks, as well as a loss of time which often precludes resale. Thus, there is a nonrefundable cancellation fee of \$250 per person. The following penalties will apply on cancellations:

Minimum fee	\$250 per person
60-90 days prior to departure	50% of trip price
0-60 days prior to departure	100% of trip price

Please note that no partial refund will be given for unused travel for any reason once the trip begins.

CANCELLATION INSURANCE: To protect against loss from cancellation for any reason, or due to an accident or the illness of self or immediate family members, cancellation insurance is strongly recommended. Materials on cancellation and travel insurance will be sent once we receive your deposit.

SINGLE ROOM SUPPLEMENTS: Travelers wishing to have a single room pay a single room surcharge and a single room will be assigned where available. For travelers wishing roommates, we try to match single persons with others of the same gender who are requesting a roommate. If you enroll less than 75 days prior to departure and no roommate is available, you will be requested to pay the single supplement rate.

BAGGAGE: International airline regulations permit two pieces of checked luggage with weight limitations varying with each airline. The traveler is responsible for overweight baggage charges. Airlines vary on allowing one to two pieces of hand luggage. We recommend you pack lightly. Baggage is at owner's risk entirely.

SMOKING: The majority of our group members are non-smokers. We require no smoking in buses and request no smoking at meals. We try to match non-smoking roommates; however, if you smoke and wish to share a room and only a non-smoker is available, we request you agree not to smoke in the room or choose a single room option.

RESPONSIBILITY: Cross Cultural Journeys, Lesley University or any sponsoring organization, or booking agency, or their staffs or agents act only as agents for the passenger in regard to travel, whether by airplane, motor coach, motorcar, boat or railroad, and assume no liability for injury, damage, loss, accident, delay, or irregularity which may be occasioned either by reason of defect in any vehicle or for any reason whatsoever, or through the acts or default of any company or person engaged in conveying the passenger, or in carrying out the arrangements for the trip. They can accept no responsibility for losses or additional expenses due to delay or changes in air or other services, sickness, weather, strike, war, quarantine, or other causes. All such losses or expenses will have to be borne by the passenger as group rates provide for arrangements only for the time stated. The right is reserved to substitute hotels of similar category for those indicated and to make any changes in air schedules. Right is reserved to decline to accept any person as a member of the group or to ask a person to leave the group if, in the opinion of the CCJ or Lesley University representative with the group, the person is disruptive to the group. The issuance and acceptance of voucher or ticket and/or payment for services to Cross Cultural Journeys or its affiliates shall be deemed to be consent to the above conditions. The passenger ticket in use by said airlines, when issued, shall constitute the sole contract between the airlines and the purchaser of those tickets and/or the passenger. Transportation within the United States may be provided by any FAA/DOT registered aircraft. The public carrier companies concerned are not to be held responsible for any act, omission or event during the time the passenger is not aboard their plane or conveyance. In the event of a dispute, it is agreed that litigation will not be initiated by either party. Any disagreement will be settled by mediation in Marin County, in the State of California. If resolution cannot be reached through mediation, parties agree to arbitration in Marin County, in the State of California.

SIGNATURE _____
Date _____