

NOTEWORTHY TOURS, INC.
AGREEMENT TO TRIP POLICIES AND INSTRUCTIONS
FOR FIRELANDS BAND TRIP

To better serve you, Noteworthy Tours offers individual **credit card payments** online using PayPal. In addition, **personal checks** and **money orders** will also be accepted as forms of payment. Please write the school name, traveler's name, and travel dates in the memo section. **Each participant must sign up for the individual payment program by agreeing with the policies and instructions below. A signed copy of this agreement must be included with your deposit.**

PAYMENT POLICY - Your first payment is made to Firelands Band Boosters. The next payments are scheduled, and each payment made after the due date, will automatically be assessed a 3% late charge based on the amount due. Full payment is due by February 8, 2011. If final payment has not been made, you are NOT guaranteed space on this trip. (The cancellation policy is outlined below). Remember to include the school name, the traveler's name, and trip dates in the memo section of the personal check or money order. Additionally, a \$45 service fee will be charged for returned checks (insufficient funds).

The payment schedule is as follows:

July 22, 2011	\$200 deposit	Check made out to Firelands Band Boosters; Include this signed form with payment
		<u>DEPOSIT IS NON-REFUNDABLE</u>
September 8, 2011	\$210	Payable to Noteworthy Tours, Inc.
November 4, 2011	\$210	Payable to Noteworthy Tours, Inc.
February 8, 2012	<u>\$210</u>	Payable to Noteworthy Tours, Inc.
	\$830	

The billing address for payments is:

Noteworthy Tours
2165 Bradley Road
Westlake, OH 44145

REFUND POLICIES AND CANCELLATIONS - All cancellations must be made in writing by postal or email and reflect the reason for cancellation and be received 30 days prior to departure.

Initial deposits are non refundable, and can be transferred without penalty (unless airline/cruise/Amtrak tickets have been written) to a new (substitute) traveler. If a traveler cancels 30 days or earlier prior to the departure date, the payments minus the initial deposit, plus \$100), and any charges levied by airlines, cruise lines, motorcoach lines, hotels, theaters, etc. will be refunded. All payments are forfeited fewer than 30 days prior to departure. If a refund applies, that refund will be paid by a company check and sent within 30 days of refund approval.

MISCELLANEOUS INFORMATION - Trip cost is based on quad occupancy. You will receive an updated statement following your payments. Your final invoice will be sent to you, after the office receives the group's rooming list. The final invoice will show any room or attraction supplements, add-on services or any other changes beyond the original trip price.

TRAVELERS INSURANCE - It is suggested that each individual purchase insurance. Information may be found at www.noteworthytrips.com.

TERMS & CONDITIONS - By signing the individual payment agreement, making a deposit or making a payment on a trip, you accept the following terms and conditions and information your trip leader has provided you.

LIABILITY DISCLAIMER

Noteworthy Tours has organized this trip with outside suppliers. Noteworthy Tours, Inc. and its agents and employees shall not be responsible for property damage, loss, accident, delay, or by act of God or change in itinerary incurred by any person or participant arising out of the negligence of any direct or supplemental carrier, ground transportation, hotel, or any other person rendering any services, meals or accommodations being offered in this trip. Furthermore, Noteworthy Tours, Inc will not be responsible for any damage or delay due to illness, pilferage, labor dispute, machinery breakdown, quarantine, government restraints, weather or causes beyond our control, or any means of transportation of any person from any cause whatsoever, or for loss or expense occasioned thereby. Noteworthy Tours, Inc. will not be responsible for any additional expense, omission, delay re-routing or act of government authority. You also agree to release the school district, the teachers, and chaperones from any and all claims arising out of such events, acts, or omissions.

If this form is NOT received by Noteworthy Tours, you are NOT guaranteed space on this trip.

By signing and returning the form below with a check payment, I agree to the conditions as stated above:

AGREEMENT TO TRIP POLICIES AND INSTRUCTIONS

(Please print legibly.)

Student Name: _____

Parent Name: _____

Parent Signature: _____

Address _____

City & Zip Code _____

Phone: _____

Deposit Amount \$ _____

Check # _____

School: _____

Director: _____

E-Mail for Billing: _____