

**BOOKING FORM for Fieldwork Component of
Operation Wallacea Masters programme**

Name (Full name as in passport)	Sex (M/F)
Date of birth	
University (at which you will be enrolling for the Masters)	
Home address	Term address (if known)
Home telephone	
Mobile phone	
Home email	Nationality
Proposed Country of fieldwork: Peru/South Africa/Indonesia (delete as appropriate)	

Please note we will be passing your details onto flight specialists Round The World Experts (RTWE) so they can contact you to arrange international flights; please tick this box if you don't want us to pass your details on.

With the submission of this booking form a £300 deposit will be required. This can be paid via cheque or over the phone. Full details of the payment schedule are included in the booking conditions overleaf.

Client's Declaration:

I have read and understood the Booking Conditions and I accept them.

Client's _____ Date: _____
Signature:

You can attach an electronic signature and email this form back to us (masters@opwall.com). You would then need to contact the UK office (+44 (0)1790 763194) and either pay your deposit using a credit card or post a cheque, payable to Operation Wallacea, to the above address. Alternatively post this form to the UK office.

NOTE: Completion of this form does NOT automatically enrol you onto a Masters course – you will still need to complete the enrolment forms for the University at which you intend to be based for the home component of the Masters, and should do this as soon as possible after completing this form.

BOOKING CONDITIONS

The following conditions form the basis of your contract.

1) MAKING A BOOKING AND PAYING YOUR DEPOSIT AND FINAL BALANCE

A deposit of £300 per person must be paid on completion of the booking and sent in with a signed Booking Form. The following payment schedule will apply:

Payment type	Amount	Due
Deposit	£300	Upon receipt of booking form
1 st instalment	£1450	September 1 st 2014
2 nd instalment	£1450	November 1 st 2014
3 rd instalment	£2000	February 1 st 2015
4 th instalment	£2000	April 1 st of 2015

Should we be unable to process your booking for any reason then your deposit will be returned to you.

All payments over and above the first £3200 of the total sum owed that are received prior to the 3rd instalment due date will be subject to a 5% discount. Thus, if after paying your 2nd instalment on the 1st of November you paid off the remaining balance, you would receive a £200 discount.

All correspondence will be sent to you at either of the addresses you give on your completed Booking Form, unless you clearly indicate otherwise. In the event of the alteration or cancellation of a confirmed booking by you, conditions in section 3 will apply. Please note that the person signing the Booking Form not only undertakes full payment of all the field research components booked, but signs on behalf of, and should, therefore have the full consent of the person named on the Booking Form. Payment of your deposit confirms you comply with booking conditions.

2) THE PRICE OF YOUR FIELD WORK AND SURCHARGES

Whilst we reserve the right to amend prices upwards or downwards at any time, it is our policy to offer expeditions at a clear and firm price. However, the factors which may force us to surcharge you are government action, changes to the cost of currency or fuel.

3) IF YOU NEED TO CANCEL YOUR BOOKING

Should you have to cancel your booking we ask that you advise the UK office promptly in writing or by email. The cancellation will take effect from the day the written confirmation is received. Cancellation will incur a £50 handling charge. Additional cancellation charges are as follows:

Period	Cancellation charge
Up to and including 1 st August 2014	Loss of £50 handling charge
2 nd August 2014 to 1 st September 2014	Loss of £300 deposit
2 nd September 2014 to 1 st December 2014	Loss of £1450
2 nd December 2014 onwards	Loss of all payments made

Note if you are not accepted onto one of the Operation Wallacea Masters schemes then you are entitled to a full refund of all monies paid **providing** that you notify us before the 1st August 2014.

4) IF OPERATION WALLACEA CANCELS YOUR BOOKING

Some of the fieldwork options are only feasible with a minimum number of students. In the unlikely event that the number of bookings is lower than this threshold, Operation Wallacea undertakes to notify you by the 14th August 2014, and will provide a full refund of your deposit. If Operation Wallacea deems travel to your particular destination unsafe for any reason, more than 3 months before departure, we will provide a suitable alternative. As a result we are unable to refund any monies, beyond the conditions outlined above. We undertake not to cancel any project closer than 3 months to the expedition start date unless in exceptional circumstances such as war, riots, civil strife, industrial action so severe that alternative transport and accommodation cannot be provided, terrorist activity, natural and nuclear disaster, fire, adverse weather conditions, technical problems with transport and similar unforeseeable circumstances where compensation payments cannot be made.

5) JURISDICTION AND LEGAL ASPECTS

Please note that when you have read the booking conditions above and signed your booking form, and when a confirmation invoice has been issued by or on behalf of ourselves or the relevant supplier, you enter into a binding contract which will be governed and interpreted in accordance with the law of England and Wales. As a member of the Association of Bonded Travel Organisers Trust Limited (ABTOT), Operation Wallacea has provided a bond to meet the requirements of the Package Travel, Package Holidays and Package Tours Regulations 1992. In the event of insolvency, protection is provided for non-flight packages commencing in and returning to the UK and other non-flight packages excluding pre arranged travel to and from your destination. Please note that packages booked outside the UK are only protected when purchased directly with Operation Wallacea. In the above circumstances, if you have not yet travelled you may claim a refund, or if you have already travelled, you may claim repatriation to the starting point of your non-flight package.

6) WHAT DOES THE BOOKING WITH OPERATION WALLACEA NOT INCLUDE?

- Costs of flights and transport to and from the designated start and finish points of your field research
- Accommodation and food costs before or after the agreed field cost start and end dates
- Travel Insurance
- Costs of additional elective training (e.g. canopy access course, dive training beyond PADI Open Water)
- Provision of computer equipment (you should bring your own laptop and statistics software)
- Dive equipment rental
- PIC cards and PADI training Manuals (relevant to marine research)
- Park or Reserve entrance fees
- Visa costs
- Vaccination or prophylactic medicine costs