

# Booking Form

Please send to:

**Premier International Tours**  
**17838 East Easter Place**  
**Foxfield, CO 80016**

## GENERAL

Team name : \_\_\_\_\_  
Tour/Team leader : \_\_\_\_\_  
Mailing address : \_\_\_\_\_  
City : \_\_\_\_\_ State/ZIP : \_\_\_\_\_  
Tel. # business : \_\_\_\_\_ Home : \_\_\_\_\_  
Telefax # : \_\_\_\_\_ Cell. # : \_\_\_\_\_  
E-mail : \_\_\_\_\_

## TRAVEL INFORMATION

Departure date : \_\_\_\_/\_\_\_\_/20 from \_\_\_\_\_ airport.  
Arrival date : \_\_\_\_/\_\_\_\_/20  
Return date : \_\_\_\_/\_\_\_\_/20

## DESTINATIONS/TOURNAMENTS

1. \_\_\_\_\_ from \_\_\_\_/\_\_\_\_/20 until \_\_\_\_/\_\_\_\_/20  
2. \_\_\_\_\_ from \_\_\_\_/\_\_\_\_/20 until \_\_\_\_/\_\_\_\_/20  
3. \_\_\_\_\_ from \_\_\_\_/\_\_\_\_/20 until \_\_\_\_/\_\_\_\_/20

## TOTAL NUMBERS

	Male persons	Female persons
# of players	_____	_____
# of staff	_____	_____
# of additional people	_____	_____

## ACCOMMODATION INFORMATION

	Male persons	Female persons	Price per person
# of people schools (if applicable)	_____	_____	\$ _____
# of people youth accom. (If applicable)	_____	_____	\$ _____
# of people hotel quad rooms	_____	_____	\$ _____
# of people hotel triple rooms	_____	_____	\$ _____
# of people hotel double rooms	_____	_____	\$ _____
# of people hotel single rooms	_____	_____	\$ _____
Total:	_____	_____	\$ _____

## TEAM(S)

Age category/birth year*	Male/Female	Performance**	Number of teams
_____	_____	_____	_____
_____	_____	_____	_____

\* Please include born on/after date (F.E. - "U15 born on/after 1/1/2005")

\*\* Performance: High level (H), Competitive level (C), Recreational (R).

Uniform color                      Shirt: \_\_\_\_\_                      Short: \_\_\_\_\_

Remarks/Options : \_\_\_\_\_

(Please add any special wishes or options you would like to include)

I acknowledge, on behalf of all participants, that I agree to the Premier International Tours General Participation Agreement.

**Enclosed is a deposit check of \$ 200.00 (nonrefundable) per person.**

**Please attach a copy of the itinerary being accepted by your group to this form.**

Date:

Signature:

# General Participation Agreement

## 1. **Agreement**

This agreement is made between Team, School, Group (hereinafter referred to as "You") and L&J Group Inc. DBA Premier International Tours, with its principal place of business in Foxfield, Colorado, (hereinafter referred to as "PIT" or "We").

## 2. **Booking**

Booking for a PIT project takes place by returning the booking form supplied by PIT. The agreement will become effective on receipt of a written confirmation from PIT that the tour will be organized according to the data on the booking form.

## 3. **Payment**

Payments must follow the schedule in the tour confirmation/financial review. We require a down payment at the time of booking. For individual payments, please write down **the name of the team and participant on every check** (by "remark" section of check). PIT reserves the right to cancel the agreement and charge cancellation costs should there be non-fulfillment of the payment schedule by the group or any individuals from the group. The group will be responsible for any cancellation fees owed in case of individual cancellations if any individuals have not paid enough to cover their cancellation fees.

## 4. **Rate of exchange and participant prices**

The tour costs are based on the exchange rate of the US\$ and CAD\$ towards the Euro and British Pound. Fluctuations of the exchange rates of all involved currencies can affect the tour costs. In addition to this, we reserve the right to increase the participant prices in case of an increase in airport (security) taxes and/or fuel surcharges for the airlines or any increase in vendor rates prior to payment in full. The following are not included in the price: entrance fees and/or optional excursions; city admission fees for the touring bus (mainly for Italy); passport/visa fees; vaccinations; tips/gratuities to your tour manager or bus driver; laundry; telephone; mini-bar; beverages and food outside of what is included in proposed tour package.

## 5. **Cancellation and Cancellation costs**

The following conditions apply for group cancellations or individual cancellations. Cancellation must be notified in writing, prior to the start of the tour. The day that the notification is received by PIT is the effective cancellation date. It is the responsibility of the group leader to inform all participants of the cancellation policy. If any individual or the entire group cancels their tour any time after booking the following cancellation fees will be charged:

1. Between booking and 20 weeks prior to departure: \$ 200.00 per person.
2. Between 20 weeks and 16 weeks prior to departure: \$ 350.00 per person.
3. Between 16 weeks and 4 weeks prior to departure: 40% of the participant's price per person plus added cancellation costs for the different suppliers.
4. Between 4 weeks and 1 week prior to departure: 60% of the participant's price per person plus added cancellation costs for the different suppliers.
5. Within one week of departure: 100% of the participant's price per person.

The group will be responsible for any cancellation fees owed in case of individual cancellations if any individuals have not paid enough to cover their cancellation fees. Please note that individual cancellations within a group can increase the participant prices for the rest of the group as an individual cancellation will lower the overall number of people in the group and increase the price according to the prices outlined in your trip itinerary proposal.

Suppliers present these regulations to PIT. This policy is in place to protect all members in the group. If your total number of participants changes due to additions/ deletions your participant's price may be adjusted accordingly. In case PIT uses a supplier with a different cancellation policy we will mention the different conditions on the tour confirmation.

## 6. **Image release**

If you and/or your participants release pictures to us, you will give us the authority and permission to own, copyright, use, re-use, publish and re-publish pictures or video materials of all tour participants. Participants' names will not be used with any of the photos, images, printed materials or videotapes unless authorization is requested.

## 7. **Tour management**

The group must be accompanied by at least one adult. The tour leader must be made known on the booking form supplied by PIT. The tour leader will be held responsible for any damage caused by one or more members of the group to property belonging to third parties with whom PIT has a contractual relationship (i.e. hotels, bus, etc.).

8. **Travel insurance**

PIT will offer your group optional travel insurance. If you would like to utilize this option, the passengers' list must be completed and returned to PIT before **4 weeks** before departure. However, PIT accepts no liability for damages of any nature, manner or form during or in relation to the trip. The general conditions of the insurance company apply to each traveler who accepts the policy, including any changes in the insurance premiums instituted by the insurance company.
9. **Passports and Visas**

It is the responsibility of the tour participants to ensure all travelers have the appropriate travel documents for entry into the countries the group is visiting. You must check with the respective consulate(s) to determine what passports and/or visas are required for entry. Passports must be valid for at least 6 months beyond your tour departure date.
10. **Duration of trip**

The duration of the trip is stated in full days. The day of departure as well as the day of return is considered to be full days.
11. **Air Arrangements**

PIT is not responsible if an airline cancels, reschedules, or delays a flight for any reason. It is the group's responsibility to work with the airline on which your group is ticketed while en route should there be any flight delays or cancellations. PIT is not responsible for and will not provide any refund for portions of trips missed due to canceled, rescheduled, or flight delays.
12. **Accommodation**

PIT withholds the right to substitute, within a timely manner, the housing accommodation for circumstances which are beyond the control of PIT. The substitution housing accommodation will meet the same criteria as established in the confirmation of the booking. Participants must always adhere to the rules of the accommodation.
13. **Sports program**

PIT acts as an intermediary during the execution of the desired program. The organizers of the sports program and PIT reserve the right to alter the program should there be valid reasons. PIT accepts no responsibility whatsoever for the omission or partial omission of the sports program due to circumstances beyond their control.
14. **Travelers Who Need Special Assistance on Tours**

You must notify PIT of any person who requires special assistance at time of booking. PIT will make reasonable attempts to accommodate the special needs of travelers, but is not responsible in the event it is unable to do so nor is PIT responsible for any denial of services by air carriers, hotels or other independent suppliers. PIT cannot provide individual assistance to any tour participants with mobility, sight, hearing, motor skill issues or any other issues that require special accommodations throughout the tour program. A qualified and physically able companion must accompany any travelers who need such assistance and must assume full responsibility for their well-being.
15. **Responsibility and liability**

The responsibility of PIT, tournament organizers and hosting clubs is limited. PIT acts as an intermediary for the group and its individual members in all matters pertaining to the tours, such as, but not limited to, the arrangement of transportation, housing accommodation, meals, sightseeing, other social and cultural activities and the sports program. PIT, its partners in Europe and South America such as Euro-Sportring in Baarn/The Netherlands, Esselle Sports Tours, Sports Management Creations, Klefer, IberCup USA and Europe, the Scandinavian and UK tournaments, the branches, the agents, the representatives and their assistants and other affiliates involved with the operations of PIT, such as the tournament organizers and the hosting clubs ("Released Parties") are not responsible for any personal injury, illness or death, nor for any loss, damage or theft of belongings (such as baggage, possessions or money), nor for any error, accident, delay, deviation or curtailment of any kind caused directly or indirectly by any actions, omissions, acts of neglect or failure by:

  - a) any person or company retained for the benefit of the participant, including, but not limited to: housing accommodation, transportation companies and tour guides;
  - b) acts of God, act of public enemy, arrest or restraint by any government, seizure under legal process, quarantine restrictions, riots or civil commotions, strikes, lockouts or labor stoppages, war hazards or dangers incident to the state of war, applicable governmental policy, acts of terrorism, advice of non-travel by governmental authorities;
  - c) any defect or failure to comply with any part of local rules or regulations of any airplane, automobile, motor coach, ship or train or other vehicles;
  - d) improper or insufficient passports or other documents;
  - e) participation in sport activities.

The parties agree that the Released Parties may still be held liable for their own gross negligence or willful misconduct. Additional expenses incurred under any of these circumstances are to be paid by the participant.

16. **Indemnification**

You agree to indemnify, defend and hold harmless each Released Party from any claim, action, suit, and demands (including the recovery of all reasonable attorney's fees and costs incurred by a Released Party) which is initiated by a participant or a participant's parent or legal guardian which arises from an incident involving personal injury or loss that occurs during the tour.

17. **Exclusion from participation**

PIT in its sole discretion reserves the right to exclude any individual participant and/or team/club from any individual activity or for the remainder of the tour when an individual participant and/or team/club causes issues between PIT and its suppliers or jeopardizes the safety of any individual including but not limited to themselves, other participants, suppliers, guides and staff during the duration of the scheduled tour. Any expenses incurred will be at the individual participants and/or team/club expense.

18. **Complaints**

Complaints must be made known at once to the PIT representative and/or supplier. After a complaint is made/submitted, a reasonable amount of time must be given to PIT and/or its representative/supplier to resolve any such complaint(s). Should your group make alternative arrangements after submitting a complaint, without giving PIT and/or its representative/supplier a reasonable amount of time, PIT will not be obligated to reimburse your group for any additional costs associated with making alternative arrangements. In case a problem cannot be resolved in a timely matter, the PIT contacts in Europe or South America and/or your agent in the U.S.A and Canada must be informed by email while you are in Europe or South America. All complaints will be considered if made/submitted in writing up to 30 days after the trip.

19. **Governing Law**

The laws of the State of Colorado govern the rights and obligations of the parties to this Agreement and the interpretation, construction and enforceability thereof. You agree that any action or proceeding brought by me against any Released Party shall be brought solely in the courts of Colorado located in the City of Aurora. In the event any action or proceeding is initiated by me in a court outside of Aurora, Colorado, You agree to pay PIT's costs and reasonable attorney fees associated with defending such action or proceeding. The parties agree that in the event that any action or proceeding is initiated by either party in the City of Aurora, Colorado, the prevailing party shall be entitled to recover costs and reasonable attorney's fees.

20. **Final conditions**

These conditions are applicable to all agreements between PIT and any party, irrespective of domicile of parties involved in any agreement and irrespective of place where an agreement has been effected or executed or should have been executed. All groups or individuals using the services of PIT are subject to these conditions.

21. **General**

This Agreement is binding on the responsible officials of the participating club, the individual participants and members of the group, its parents or legal guardians and the tour manager(s).

22. **Group Leader Roles and Responsibilities**

The group leader acknowledges the following PRIMARY responsibilities:

1. Manage group expectations prior to departure, during the tour and post tour – please refer to the Tour Preparation Guide
2. Manage the group dynamics including any behavior and safety issues that might arise
3. Agrees to work with PIT staff and/or local guides to resolve any issues that may arise prior to departure, during the tour and post tour

# General Information

## Accommodation

Various types of accommodation are available. You can choose the accommodation your group desires from the descriptions below:

### ■ Schools

In principle each team will have a separate classroom. The schools have limited private facilities and usually offer private showers and bathrooms on each floor. In order to guarantee a pleasant stay for everyone, certain rules must be adhered to, for example curfews. For coaches or team leaders of a different gender than the team players most tournaments offer separate classrooms.

### ■ Youth hostel and youth accommodation

Guests stay in rooms for 4 to 8 persons, usually equipped with bunk beds, sometimes without private bathrooms. If you don't have private facilities, showers and toilets can be found on each floor. Sheets are included but you need to bring your own towels.

### ■ Bungalows/Apartments

Bungalows can accommodate from 4 to 8 people. They have a living room, bedrooms (double rooms, sometimes with bunk beds), a kitchenette and bathroom with shower and toilet. Sheets are included but you need to bring your own towels.

### ■ Hotels

Hotels with rooms for 2, 3 and sometimes 4 persons depending on the make-up of your group, all the rooms have private facilities.

Hotel classifications (star rating) are based on the respective destination/country classification and hotel star ratings vary from country to country as well as city and location. It is the responsibility of the group and group leader to check the hotel(s) selected for your group (hotel names given in tour proposal and/or tour confirmation) to ensure the hotel(s) will meet your standards/expectations. Any service issues affecting the quality of a guest's hotel stay must be addressed directly with hotel management first. For example, while a hotel normally may offer a particular feature such as air-conditioning, PIT cannot guarantee that the service will be in operation at any given time and cannot be held responsible for any such lack of operation at the time of stay.

Accommodations such as schools and youth hostels have house rules. The most important house rules concern items such as closing times, no smoking and no alcohol policy. Upon arrival, you are requested to sign the house rules. Most accommodations will demand a security payment. This security will have to be paid upon arrival. Provided everything is fine, the amount will be refunded to you when you leave. The use of facilities, such as sauna, tennis courts, etc. is not included in the price, and in general accommodations have no air conditioning, unless otherwise stated.

## Meals

There are three options: 1. Bed and breakfast – 2. Half board: breakfast and dinner – 3. Full board: breakfast, lunch and dinner. Half and full board arrangements start with dinner on the day of arrival and end with breakfast on the day of departure. For practical reasons meals are sometimes not served at the accommodation but served at another location. Sandwiches, snacks etc. are available at reasonable prices at the sports venues. Dinner: starter and main course or main course and a desert. Please notice that drinks like bottled water, soda and juice during meals are not included and have to be purchased separately. Tap water is included.

Breakfast in Europe is in general a continental breakfast: bread, cheese, meat, butter, jelly, marmalade, coffee and tea. In some southern European countries breakfast consists of bread, butter, marmalade and coffee. On request your group can ask for an upgraded breakfast (This option is not available for teams staying in schools during tournaments). Upgraded breakfast may include cereals, juices, milk and eggs. There is an additional cost for upgraded breakfast. Please understand in some countries upgraded breakfast is not available.

Breakfast in South America generally consists of bread, cheese, meat, butter, jelly, marmalade, coffee and tea, yogurt, cereal, fruit salad, orange and apple juice, milk and eggs.

Please inform PIT of any dietary/medical restrictions at least 90 days prior to departure. PIT will do its best to accommodate all reasonable requests. Should PIT not be able to accommodate your dietary/medical restrictions, PIT will notify such participants prior to departure.

## **Transportation**

### **■ Europe Land**

You will travel by standard bus. Prices include expenses for your driver, all tolls and crossings. Buses equipped with video, toilet (sometimes limited use) and air conditioning can be arranged at an extra cost. During your stay, the bus will be available for local transportation, sport transfers and sightseeing. The number of kilometers for local transportation is mentioned in your offer. Please do not bring more than one suitcase and one carry-on per person. Buses have limited storage space. All buses and drivers must adhere to local driving laws and regulations and meet all local safety standards.

### **■ South America Land**

You will travel by standard air-conditioned bus. Prices include expenses for your driver, all tolls and crossings. Buses equipped with video and toilet (sometimes limited use) can be arranged at no extra cost. During your stay, the bus will be available for airport transportation, sport transfers and sightseeing as mentioned in the itinerary. Please do not bring more than one suitcase and one carry-on per person. South American buses have limited storage space. All buses and drivers must adhere to local driving laws and regulations and meet all local safety standards.

### **■ Air**

PIT has special agreements with many airlines that enable us to offer special airfares. We advise that you provide us with a name list **10 weeks** prior to departure. The names should be listed as it appears on the passport. Changes in names can be made until **6 weeks** prior to departure. If airlines use different general conditions we will notify you.

### **■ Airline deviations**

Please notice that deviations (for example if a person would like to extend his/her stay in Europe or South America) can be arranged at an additional charge of \$ 150.00 – subject to availability. Airlines only allow date deviations on the return flight from the same airport as your group is leaving from.

## **Assistance**

During your stay in Europe or South America a local, bilingual representative will be at each destination to assist you. This representative is available as a contact (not a guide – more information see your tour confirmation) for information and support. The players and coaches of your group will be the first priority for this representative. During some summer tournaments we offer representative services as an option (see your tour itinerary). In order for your trip to run smoothly we recommend that you take advantage of our tournament assistants.

## **Travel insurance**

Travel insurance is not included. We recommend all participants purchase travel insurance to protect against unforeseen incidences. A standard accident insurance policy can be taken out through PIT. Coverage takes effect from the day of departure until the day of arrival back in North America. Further information will be mailed to you after booking.

## **Boosters/supporters**

Boosters are welcome! However, we do not recommend boosters staying in school or youth accommodations. We believe boosters outside of the coaches and/or managers should use hotel accommodation for their stays in Europe or South America. It is also very important for the boosters to realize that the program is especially designed for the team (players and coaches). Parents are always free to join the team or arrange their own transportation and/or program. Priority in regards to transportation and guide services will be given to the players and coaches first.

## **Bookings**

We strongly advise that you bring a minimum of 3 reserve players per team. The booking becomes definite after you have received our written tour confirmation and after receipt of your first payment. If additional people would like to go on tour after you have made your booking, they may still be included if you notify us in writing and the land and air accommodations are still available.

## **Permission to travel**

Please contact your National governing body for international travel requirements for your sport.

## **Special wishes**

Special requests, such as room arrangements, tickets for games, special excursions, etc. will be considered when stated on the booking form. Please notice that entrance and admission fees are not included in the participant prices unless stated. Parking fees for the bus during these excursions are not included as well. Please mention clearly if you need any single rooms.

**Final itinerary**

Approximately **2-3 weeks** prior to departure we will provide you with a final itinerary including all names and addresses of the accommodations and other suppliers, as well as a detailed daily schedule.

**Cancellations**

Cancellations cannot always be avoided. That is why the conditions for cancellation are as flexible as possible. However, PIT must abide by the very strict rules and regulations of the airlines and the hotel associations we use in Europe and South America.

**Payments**

Before your group books, we will discuss with you a payment schedule. A monthly payment plan can be arranged so people can spread out the payments. We accept credit card payments as well as checks. Based on the payment schedule we agree upon, a customized credit card authorization form will be forwarded to you. We will keep track of all the payments and send you an update after each transaction so you are always informed. Please be aware that the balance is due **7 weeks** prior to your departure.