

BOOKING FORM

Two Oceans 2018



Travelways Pty Ltd, t/a Penthouse Travel Sporting Tours
 Pope House, Unit 2, Chenoweth Street, Durbanville, South Africa
 Tel: (021) 976 8110 Fax: (021) 976 0411
 Email: info@runningtours.co.za
 Website: www.runningtours.co.za / www.suretravelways.co.za
 Registration no: 67/1290/07

Please enter the details of the person whom all correspondence should be sent to

FULL NAME & SURNAME: _____ EMAIL: _____
 TELEPHONE: _____ (H) _____ (W) _____ (CELL) _____
 ADDRESS: POSTAL _____
 ADDRESS: PHYSICAL _____

Please:

1. Take the time to **read** the information and complete the form carefully.
2. **Sign** as acknowledgement that all personal information and travel details given are correct and that we have read and understood the standard terms and conditions of business, which can be viewed at www.suretravelways.co.za or www.runningtours.co.za
3. Note that **NO documentation will be issued** without a completed and signed Booking/Reservation Form &, where applicable, required payment has been received.
4. The names reflected on all travel documents must be 100% the same as appears in the traveller's identity document.
5. **Above person to complete this form and each traveller must sign where indicated on page 2. Please fax/scan all pages & I.D copies of all travellers to the fax number/email indicated above – see 'Very Important' below.**

Travellers Details (as per ID's)

	Last Name	First Name	Title	ID Number	21km or 56km entry required?	Are you an Old Mutual Client?	Are you a member of BNC?
1							
2							
3							
4							

Special Packages with flights, accommodation, transfers. Please tick which package to book.			
2 nights Package from Johannesburg 30 March – 1 April		2 nights Package from Durban 30 March – 1 April	
3 nights Package from Johannesburg 30 March – 2 April		3 nights Package from Durban 30 March – 2 April	
3 nights Package from Johannesburg 29 March – 1 April		3 nights Package from Durban 29 March – 1 April	
4 nights Package from Johannesburg 29 March – 2 April		4 nights Package from Durban 29 March – 2 April	
4 nights Package from Johannesburg 28 March – 1 April		4 nights Package from Durban 28 March – 1 April	

****If there is a choice of flights, please indicate your preference under 'Flights' ****
****Please indicate under 'Accommodation' below your choice of hotel and room type – note some rooms will carry a supplement ****

ACCOMMODATION (please indicate number of rooms required) Arrival Date _____ Departure Date _____

Breakwater Lodge							
Single:		Double:		Twin:		Triple Unit:	
Single Business:		Double Business :		Twin Business:		Quad Unit:	

Park Inn Newlands			
Single:		Double:	
		Twin:	

City Lodge Waterfront			
Single:		Double:	
		Twin:	

SSun Waterfront			
Single:		Double:	
		Twin:	

Vineyard (S = Standard D = Deluxe C = Courtyard Facing M = Mountain Facing)							
SC Single:		SC Double:		SC Twin:		DC Single:	
DC Double:		DC Twin:		SM Single:		SM Double:	
						SM Twin:	

FLIGHTS

Date	Airline	From	To	Depart	Arrive

Date	Airline	From	To	Depart	Arrive

AIRPORT TRANSFERS (please indicate for how many people) _____

RACE DAY TRANSFERS (please indicate for how many and for which race) Ultra _____ Half _____ Spectator _____

CAR HIRE Car Group _____ Pick up time / date / place _____ Drop off time / date / place _____

PRICE ADJUSTMENTS

All prices quoted are subject to change due to availability and price increases without prior notice.

PAYMENT

A non-refundable deposit of 30% or R 1000 (whichever is greater) must be paid to Penthouse Travel Sporting Tours within 7 days of a written confirmation. Balance payment of monies is due no later than 22nd December 2017. The method of payment cannot be amended after payment has been received. If payments are not received by the due dates the trip will be cancelled and monies paid will be forfeited.

CANCELLATION / PENALTIES

If you amend your booking at any time charges can be levied, the charges will be dependent on the changes that are made. Should you, for any reason, wish to cancel your reservation, you must advise Travelways Pty Ltd, t/a Penthouse Travel Sporting Tours in writing. In case of cancellation the fees will be calculated as set out in the table below.

Before 22nd December 2017: deposits paid are forfeited

23rd December 2017 – 10th January 2018: 50% cancellation fee

11th January 2018 – Departure Day 100% cancellation fee

Note: Race entry (if applicable) is strictly non-transferable/non-refundable and subject to the rules and conditions as set out by the race organisers. Exceptions apply on certain products. Note: Air ticket cancellations are subject to airline policies and all cancellation charges are subject to VAT. In the event that Penthouse Travel Sporting Tours incurs any charges higher than set out in the paragraph above, the difference will be added to your total charges. Amendment and cancellation fees are payable immediately and may be deducted from your payment.

TRAVELWAYS PTY LTD, t/a PENTHOUSE TRAVEL SPORTING TOURS RESPONSIBILITY

Penthouse Travel Sporting Tours acts only as an agent between the passenger and the service provider. As such, we cannot be held liable for any loss, damage, accident, delay or inconvenience caused by the principal. Any advertising is done with information provided at that time by the suppliers. The suppliers can alter schedules and facilities at any time. Travel suppliers conditions of contract are available on request.

WAIVER AND INDEMNITY

Participants hereby acknowledge that they take part in this event/tour and all functions and events related to entirely at their own risk and agree that they or their dependents indemnify and hold harmless from all liability Travelways Pty Ltd, t/a Penthouse Travel Sporting Tours and other involved organisations or employees.

PERSONAL DOCUMENTATION

- I have checked the validity of my **ID Document**, my family, each member of the group (where applicable)
- I acknowledge that compliance is solely the **responsibility** of the passenger and I **indemnify** the travel agent/tour operator against any consequences of my decision

INSURANCE (Please 'tick' your choice)

- I acknowledge that I have been **offered** insurance: **Yes** [...] **No** [...]
- I have **decided** to [...] Accept OR [...] Decline the insurance
- I **indemnify** the travel agent/tour operator against any consequences of my decision

IN CASE OF EMERGENCY CONTACT: NAME _____ RELATIONSHIP _____ TEL: _____

I/WE CONFIRM THAT:

- I/we have carefully **read** the above and hereby confirm that all the personal details specified herein & price & travel details specified in the quotation and/or itinerary attached are **correct**.
- I/we have read, fully understand & have discussed any misapprehension I/we may have & it has been explained to me/us to my/our satisfaction including the risks involved in my/our trip.
- I/we accept to be bound by the travel agent's/tour operator's **standard terms and conditions (T&C) which has been made available & explained to us, we have read & agree to be bound thereby**
- I am of **age [18]** and **authorised** to effect reservations and the conditions applying thereto, on behalf of all those detailed above

SIGNATURE 1: _____ **NAME:** _____ **DATE:** _____

SIGNATURE 2: _____ **NAME:** _____ **DATE:** _____

SIGNATURE 3: _____ **NAME:** _____ **DATE:** _____

SIGNATURE 4: _____ **NAME:** _____ **DATE:** _____

VERY IMPORTANT – PLEASE NOTE RE SIGNATURE

1. If you are **under 18 years of age**, your parent(s) or guardians(s) must co-sign this form.
2. If you represent or make a booking on behalf of **a group**, you must provide us with a written mandate authorising you to make the booking, sign this form and accept the T&C on behalf of the members constituting the group and each member constituting the group must be given a copy of our T&C. If you cannot provide a mandate, then each member of the group / listed above must supply a completed and signed booking form.
3. If you represent or make a booking on behalf of **another person or legal entity**, you must provide us with a written mandate / resolution authorising you to make the booking, sign the form and accept the T&C on behalf of the person or legal entity or such person must be given a copy of our T&C and must sign this form.
4. Failure to comply with the above will result in the travel documents not being released and/or all booking being cancelled and/or payments being forfeited.