



'Taste the world your way'

Booking Form

Please complete this form as soon as possible. Your booking cannot be confirmed until this form has been received by Food and Wine Travel.

The Booking Form is designed to collect the correct details for your reservations, and make you aware of the Terms of Trade under which your booking will be managed.

When you sign this form you are accepting the Terms set by Food and Wine Travel on your own behalf and on behalf of all your travelling companions.

Details of Travellers

First Name <i>Must be identical to your passport</i>	Surname	Date of Birth <i>dd/mm/yyyy</i>	Frequent Flyer <i>Airline & Number</i>
1. _____	_____	_____	_____
2. _____	_____	_____	_____
3. _____	_____	_____	_____
4. _____	_____	_____	_____
5. _____	_____	_____	_____
6. _____	_____	_____	_____

Contact's Details

*This person is to be the main point of contact for these booking arrangements

Name _____

Address _____

Suburb _____ Post Code _____

Day Phone _____ Mobile _____

Email _____

Emergency Contact Name (when you are travelling) _____

Emergency Contact's Mobile _____

Passports

All international travellers must provide a copy of their passport in order to confirm travel arrangements. For repeat clients where passport details are already on file, this is not necessary.

Price Changes

All quoted (and occasionally confirmed) prices are subject to change at any time without notice. Full payment and issue of tickets/documentation is the only way to guarantee that there will be no price rise. Airlines and wholesalers reserve the right to withdraw special offers and make alterations at any time. To avoid price increases you can pay your holiday in full. Once documents are issued no further changes can affect your booking.

Credit Card Charges

Please note there is a processing fee if you choose to make payments to Food and Wine Travel by credit card. **Additional costs for credit card are 2% for Visa Card and MasterCard, and 3.5% for payment by American Express or Diners Card.** There is no additional charge if you pay by direct deposit to our bank account, or by cheque. Allow at least three working days for funds to transfer/clear into our bank account before your booking deadline.

Booking Conditions

Please make yourself familiar with relevant booking conditions for your holiday. These are typically found on the back page of the brochure from which you booked. It's strongly advisable to read these before booking. Your booking is bound by these conditions.

Travel Insurance

Travel insurance is required for all holidays booked with Food and Wine Travel, and should be arranged at the same time as your first payment or deposit is paid. This ensures your money is protected in the unlikely event that you cannot travel due to an unforeseen incident.

Your proposal includes a comprehensive travel insurance costing, however you are not obliged to accept this. You may choose your own travel insurer, in which case you will be required to sign a form acknowledging that you have declined our offer.

To arrange insurance an application form will need to be completed, before your policy is issued. Please ensure you declare all relevant information, including any pre-existing medical condition or items requiring specific cover.

For those passengers who choose to rely on Credit Card Insurance, please telephone your bank to obtain a copy of the policy and carefully examine the coverage provided. You should be wary of these policies, if you have a pre-existing medical condition. Please ask for more details if you are unsure of your level of cover.

Safe Travel

Your safety is paramount when travelling. To assist you in making the right holiday decisions, we suggest you visit www.smartraveller.com.au before confirming and/or paying for any travel arrangements. Be aware that travel insurance will not always cover you for 'change of mind' prior to departure.

Visas

Entry/Tourist Visas may be required for the country/ies visited on your itinerary. Food and Wine Travel is able to assist you with the correct paperwork to obtain your visa. Please contact us for further details.

Signature _____

Medical Advice

It is strongly recommended that all international passengers contact the Travellers Medical and Vaccination Centre approximately 6 weeks prior to departure, or immediately after booking their holiday (whichever is sooner). For contact details and more information see www.tmvc.com.au

Terms of Trade

Please note the Terms of Trade as outlined below. Fees are additional to any fees levied by suppliers. You will easily avoid these fees by ensuring your details are correct at time of booking and making minimal changes once reservations are in place.

Protecting Your Money

Food and Wine Travel is a fully licensed Travel Agent (License Number 32844) and member of The Travel Compensation Fund (TCF). As such monies paid by you to Food and Wine Travel are protected by our membership with this organization. For more information you should visit www.tcf.org.au.

Privacy Information

By completing and signing this Booking Form you consent to Food and Wine Travel using Personal Information for the purposes of completing the necessary bookings and travel related arrangements on behalf of yourself and your travelling companions.

I (on behalf of all travellers) have understood and accepted the above terms and conditions including the Terms of Trade & Fee Schedule below.

Confirmation Signature

Signature _____ Print Name _____

Date / /

Where to Send Your Booking Form

Send the entire completed form (included signed second page) to our office, with your deposit and copies of your passport in one of the following ways:

Facsimile

03 8677 2958

Scan/Email

karen@foodandwinetravel.com.au

Post

Food and Wine Travel
Level 1, 1414 Toorak Road
Camberwell Vic 3124

Terms of Trade & Fee Schedule

Avoid fees by booking in advance with the correct details.

Fees for Service

To provide a professional level of service and cover the costs of arranging your travel requirements we charge various fees for service. The amount charged will depend on the service provided.

Deposits

Food and Wine Travel requires a booking deposit per person and deducted from your balance. The deposit is non-refundable if you should cancel. Additional deposits may be required by Travel Suppliers and Airlines.

Payments

We accept cash and cheque for all purchases. Cheque clearance of 10 working days is required. Credit card payments are accepted on most purchases however fees will apply.

Cancellations

In the event of cancellation after full payment is received, 10% of your booking value is forfeited as a cancellation fee plus any additional fees charged by tour operators and airlines as per their booking conditions. This fee can be up to 100% of monies paid.

Refunds

If you are eligible for a refund in the event you cancel a booking, the balance less any non-refundable amounts and cancellation fees will be forwarded to you upon receipt of the refund from the Travel Supplier or Airline. Some refunds take upwards of 12 weeks to process.

Travel Advice

The Australian government through the Department of Foreign Affairs and Trade regularly updates travel advice on various destinations - please refer to www.smartravellers.gov.au for the latest updates before you book and travel.

Fee Schedule

An outline of fees which may be applied to your booking if necessary.

Credit Card Administration Fee

2.0%	Visa Card
2.0%	MasterCard
3.5%	American Express
3.5%	Diners Card

Booking Amendment/s	From \$55
Deposit (Additional to supplier)	From \$110pp
Cancellation (Prior to full payment)	From \$22pp
Itinerary Planning (Credited to your account)	From \$110
Late Booking Fee (Inside 14 days from dep)	From \$110
Visa Processing Per Consulate	From \$66 for up to four people
Accounting / Ticket Search	From \$33 each
Foreign Currency Draft	From \$22 each
New Zealand Air Tickets	From \$22pp
Domestic Air Tickets (Per Sector)	From \$22pp

Please be aware that all fees are non refundable

Sign _____

Printed Name _____

Date _____

Signed on behalf of all passengers on your booking.