

# Reformation Tours Reservation Form



We are delighted that you are joining us! To ensure your place on the tour, please complete this form, using one form per person, **sign and mail with the deposit of \$200 per person, made payable to "Reformation Tours" and a photocopy of the photo page of your passport** (can be sent later) to P.O. Box 854, Belleville, IL 62222. We suggest you make a copy of this form for your records. Thank you.

## Tour Information:

<b>Tour Name:</b>	Best of Britain	<b>Tour Code:</b>	RRM18
<b>Tour Host:</b>	Mrs. Becky McGarrity		
<b>Tour Date:</b>	June 2 - 10, 2018	<b>Rome Extension Jun 10 – 13, 2018:</b>	<input type="checkbox"/> yes <input type="checkbox"/> no

## Personal Information:

<b>Legal Passport Name:</b>	First:	Middle:	Last:
<b>Preferred First Name:</b>			
<b>Male / Female:</b>			
<b>Date of Birth:</b>			
<b>Dietary/Medical Issues:</b>			
<b>Roommate:</b>	Students will be staying in twin occupancy rooms, but upgrades are available: <input type="checkbox"/> I would like a single and will pay the additional cost.		

## Contact Information:

<b>Mailing Address:</b>	Street:		
	City:	State:	Zip:
<b>Home Phone:</b>			
<b>Cell Phone:</b>			
<b>Parent's cell phone:</b>	(students only)		
<b>E-Mail Address:</b>			
<b>Parent's E-mail:</b>	(students only)		
<b>Emergency Contact:</b>	Name:	Relation to you:	
	E-Mail Address:	Phone:	

## Travel Information:

<b>Flights:</b>	<input type="checkbox"/> I plan to fly with the group from St. Louis	<input type="checkbox"/> I will arrange my own flights
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## Passport Information

- Reformation Tours already has a copy of my passport from a previous tour.
- I am enclosing a photocopy of my passport, **which is valid until at least 6 months after the return date.**
- I am applying for, or renewing my passport, and I will send a copy of the photo page when I receive it.

## Travel Insurance:

We offer travel insurance through RoamRight, a division of Arch Insurance Company. We include \$500 coverage in your tour price and you are welcome to upgrade to cover the full tour premium. This will be automatically added to your invoice if you request the upgrade below. To calculate the cost of the tour insurance: (land cost + air cost - \$500) x 6.14%. Coverage details can be accessed on our website: [www.reformationtours.com](http://www.reformationtours.com) by selecting the "Insurance" tab under the "Current Tours" drop-down menu.

- I would like to upgrade to cover the full cost of the tour. (\$268 covers main tour up to \$4,850, \$322 covers extended tour up to \$5,750)
- I would like to upgrade to cover the land cost of the tour. I have my own flight insurance. (\$206 covers main tour up to \$3,850, \$261 covers extended tour up to \$4,750)

## Payments:

**Deposit:** The non-refundable deposit of \$200 per person is due at the time of reservation with the signed reservation form.

**Air Payment:** The final air payment of \$1,000 is due no later than February 20, 2018.

**Final Payment:** Payments can be made in installments or in one final payment by March 19, 2018.

Tour price is based on the number of participants, the value of the dollar and the cost of airfare and is subject to change without notice.

**Cancellation Policy:** All cancellations must be in writing and the date of postmark will determine the amount of refund due. Airline tickets, once printed, are non-refundable.

## Payment Information:

If paying by check, please make your check payable to "Reformation Tours". If paying by credit card, please be aware that there is a **3.5% surcharge**. You can also find a link on the "Book Now" tab of the webpage.

<b>Credit Card Number:</b>		<b>Security Code:</b>	
<b>Visa / MasterCard / Other:</b>		<b>Expiration Date:</b>	
<b>Amount to put on card:</b>	\$ _____	+ 3.5% \$ _____	= \$ _____
<b>Name on the card:</b>			
<b>Billing address for card:</b>			
<b>Signature:</b>		<b>Date:</b>	

## Signature:

By my signature below, I acknowledge that I have read, understand and agree to the information contained in the reservation form and the "Terms and Conditions" applicable to the tour I have registered for.

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Signature

Date