

# REGISTRATION FORM

(Sterling Bank Club Members sign up by May 1, 2023)

(Complete one form for each individual)

Tour Name: Washington D.C.

Tour Dates: September 21 -25, 2023

Group Name: Sterling Bank

## PASSENGER INFORMATION:

Full Name (As shown on photo ID) \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Cell Phone: (\_\_\_\_\_) \_\_\_\_\_ Birthdate: \_\_\_\_\_ Email: \_\_\_\_\_

## TRAVELLING AS:

\_\_\_ Single - (\*Single Supplement charges will apply.)

\_\_\_ Double - Roommate Name: \_\_\_\_\_

\_\_\_ Other - \_\_\_\_\_ Roommate (s): \_\_\_\_\_

Smoking \_\_\_ Non-smoking \_\_\_

Special Needs/Requests: \_\_\_\_\_

PURCHASING TRAVEL INSURANCE: Yes \_\_\_ No \_\_\_

(\*\*See back for more details.)

PAYMENT SCHEDULE: \$250 deposit per person upon registration

Final balance due by June 15, 2023

PAYMENT ENCLOSED: Enclosed is \$\_\_\_\_\_ representing deposit(s) for \_\_\_ passengers.

Enclosed is \$\_\_\_\_\_ representing final payment for \_\_\_ passengers.

The enclosed payment applies to (please list passenger name(s)):

1. \_\_\_\_\_ 2. \_\_\_\_\_

METHOD OF PAYMENT: \_\_\_ Check \_\_\_ Cash

Debit - Account # \_\_\_\_\_

My payment confirms I have read the terms and conditions of Group TravelMasters.

Signed: \_\_\_\_\_

PLEASE COMPLETE AND RETURN TO:

**Cheryl Razim**  
**Sterling Bank**  
**P.O. Box 106**  
**Chetek, WI 54728**  
**(715) 924-4817**  
**Email: crazim@sterlingbank.ws**

# CONDITIONS & GENERAL INFORMATION (*DOMESTIC*)

**Group TravelMasters** 2048 Old Hwy 8 St. Paul, MN 55112 (651)361-8800 *or* 1(888)293-3330

## **RESERVATIONS / DEPOSIT / FINAL PAYMENT**

Reservations are only confirmed when your deposit is received by Group TravelMasters. Payment schedule is as listed on registration form. If a reservation is made within the final due date period, final payment is due immediately. Payment is accepted with check, VISA or MASTERCARD.

All prices are based on current tariffs, rates and foreign currency exchange rates subject to change herein without prior notice. Original price is guaranteed only upon payment in full.

## **TRIP CANCELLATION / INTERRUPTION INSURANCE**

**Travel insurance is strongly recommended.** Please call Group TravelMasters for a quote at 888-293-3330. **We offer Allianz Travel Insurance.** 1) if purchasing insurance, payment will be made by credit card to Allianz Travel Insurance. A payment confirmation and policy will be emailed directly to you. It is the responsibility and option of each individual passenger to purchase travel insurance. **Group TravelMasters is not responsible for travel insurance for any passengers nor any consequences involved with a passenger's acceptance or denial of this coverage.**

If traveler joins tour while in progress or departs from tour before tour is completed, traveler is responsible for any additional individual expense (airfare, hotels, transportation, etc.). There will be no refund for any unused portion of the tour. Any required medical expense is also the responsibility of the traveler

## **CANCELLATIONS/REFUNDS**

Full refunds are available up to 90 days prior to departure, except for any nonrefundable deposits retained by our suppliers (i.e. air cancellation fees and any other applicable penalties). After 90 days the following cancellation fees will be assessed: Also any nonrefundable theater tickets or deposits will be charged in addition to the fees listed below.

# Days Cancelled prior to Departure	Cancellation fee Assessed
90 - 46 days before departure	Deposit amount
45 - 36 days before departure	50% of total pkg price
35 - the day of departure	Nonrefundable

Refunds will be sent to you, after advance deposits have been recovered and returned to Group TravelMasters from participating suppliers.

**LATE CHANGES** Any changes in a confirmed reservation made prior to departure may be assessed an administration fee of \$25 - \$150.

**FINAL DOCUMENTS** Final documents will be mailed approximately 14 days before departure date.

**LUGGAGE** For convenience and to expedite movement, each tour participant is allowed one large suitcase and one carry-on bag.

**INCLUSIONS** All inclusions are indicated in the detailed tour itineraries. Included meals are designated with a CB for continental breakfast, B for breakfast, L for lunch or D for dinner.

**EXCLUSIONS** Not included are personal items such as additional food or beverage orders, room service, valet, laundry service, meals not listed as included, tipping for personal services not part of the tour's included features, end-of-trip gratuities for tour escort and driver, and any other items not specifically mentioned as being included.

These tours are under the management of Group TravelMasters of St. Paul, Minnesota. Group TravelMasters is responsible to you in making arrangements for the tour services offered in the brochure, including transportation, sightseeing and hotel accommodations as mentioned. The carriers, hotels and other suppliers providing tour services are independent contractors and not agents, employees or involved with Group TravelMasters or its affiliates. If service included in the tour cannot be supplied or there are changes in an itinerary for reasons beyond the control of Group TravelMasters, we will arrange for the provisions of comparable services. Any resulting additional expense will be payable by the tour participants and any resulting savings will be refunded by Group TravelMasters to the tour participants. Group TravelMasters reserves the right to accept or reject any person as a tour participant and to make changes in the itinerary wherever deemed necessary for the comfort, convenience and safety of the patrons, and to cancel a tour at any time. A refund for unused services is the limit of Group TravelMasters' liability if a person is requested to leave the tour. If Group TravelMasters cancels a tour, it shall have no responsibility beyond the refund of the monies paid to Group TravelMasters by the tour participant as listed. The tour participant agrees that neither Group TravelMasters or its affiliates shall be liable for any damages, loss or expense occasioned by any act of omission of any supplier providing tour services to any person. Group TravelMasters shall not be responsible for any extra costs or losses resulting from any damage, expense or inconvenience caused by delayed or cancelled transportation services, changes in schedules, strikes or other conditions beyond Group TravelMasters' control. The airlines concerned are not to be held responsible for any act, omission or event during the time the passengers are not on board their planes or conveyance. The passenger contract in use by the airlines concerned when issued shall constitute the sole contract between the carrier and the purchaser and/or passenger of these tours. No person other than the authorized representative of Group TravelMasters is authorized to vary, add or waive any terms or conditions of this contract and/or tour. Group TravelMasters will not be responsible for any expense resulting from unauthorized alterations to this contract and/or the tour. Group TravelMasters believes that the content of this brochure is correct at the time of printing. Group TravelMasters shall not be under any obligations to any person as a result of any inaccuracy or misdescription to provide any services set out herein.