



\*\*\*DUE TO VENDOR REQUIREMENTS PAYMENTS MUST BE MADE ACCORDING TO THE PAYMENT SCHEDULE AND IN A TIMELY MANNER.

WE HIGHLY RECOMMEND THAT EACH TOUR PARTICIPANT PURCHASE TRIP PROTECTION.

The Group Travel Insurance should be purchased/paid when the initial deposit is submitted in order to cover pre-existing conditions. Please included the cost of the insurance in your initial deposit. If insurance is not purchased within 14 days, pre-existing conditions will NOT be covered. However, you may purchase insurance up to 45 days prior to the departure date but without the pre-existing condition clause. For more information, please click the above link. It is the traveler's responsibility to purchase insurance in a timely manner.

[www.travelleadersstudenttours.com/travelprotection](http://www.travelleadersstudenttours.com/travelprotection)

I understand that if I indicate that I would like to purchase insurance, my charges will reflect the number of travelers of the reservation and the pricing listed accordingly.

Payments must be made in a timely manner.

Note: A late fee of \$20 may be assessed if payments are not received within 7 days of the due date after initial deposit. Please refer to the payment schedule. The payment schedule will also be on all invoices you receive.

Future credit/debit card payments are submitted via your invoice. Click on the RED PAY NOW button to submit payments. Travel Leaders Student Tours does NOT charge a card processing fee.

Checks and/or money orders may be submitted by mail to the address on your confirmation invoice. Student Tours does NOT accept cash.

Payments are neither refundable, nor transferable unless the trip is cancelled by the school.

Room occupancy and pricing is on request. After a rooming list is received from the school, every traveler's final balance will be established based on his/her room occupancy type.

The trip inclusions are subject to availability at time of group's booking. The bus and/or other transportation companies may impose a fuel surcharge depending on the price of gas.

I understand that Travel Leaders Student Tours may use photos of me, my child, family, etc. for promotional materials and social media if desired. If you do not want this to happen, please contact Lee Smith by email, [lsmith@travelleaders.com](mailto:lsmith@travelleaders.com), and say so.