



Service Excursion to Himalayan Institute Community Center in Kumbo, Cameroon, Africa

June 19-30, 2017

Tour Participant Agreement

Terms and Conditions—LAND ONLY

FAMILY AND MINOR DEPENDENT CHILD(REN)

RESERVATIONS: “Family” is defined as one or two parents traveling with one or more of their minor dependent children. Full payment in U.S. Dollars for the Himalayan Institute Service Excursion to Cameroon (the “Tour”) must be postmarked by the dates indicated. Rates indicated are per person, Land Only:

Early registration (closes September 1, 2016)	\$2,800
Regular registration (closes February 15, 2017)	\$3,000

Reservations requested and postmarked after February 15, 2017, will be processed on a space available basis. An \$850.00 deposit per person will secure space on a first come basis. Deposits are not transferrable. **For regular registration rate balances due must be paid by February 15, 2017. Balances paid after February 15, 2017 will increase by \$200. Full payment is required at time of registration for all new registrations after February 15, 2017.**

RATES: Land Only rates do not include international and domestic air. Participants are responsible for getting to the starting point of the Tour (Douala, Cameroon). The rate for the Tour is per person and includes shared accommodations, vegetarian meals, and scheduled group activities. Single/private accommodations cannot be guaranteed in advance of your stay and, if available, will incur additional fees.

TOUR PRICE INCLUDES: Transfers, local transportation, and accommodations within Cameroon from the time of arrival in Douala on June 19 (Tour start date) until departure from Douala on June 30 (Tour end date) (dates are subject to change). Porterage for one (1) duffel bag or suitcase within Cameroon for the duration of the Tour. **Accommodations:** Double occupancy or dormitory style rooms with private or shared bath during the Tour. The Himalayan Institute® (the "Tour Organizer") reserves the right to substitute accommodations as it deems necessary. **Meals:** Breakfast, lunch, and dinner during the duration of the Tour. All meals are vegetarian and may include dairy. Consult in advance with Tour Organizer about health-related special dietary needs, however, the Tour Organizer is unable to ensure meals for special dietary needs. **Gratuities and Taxes:** All gratuities and taxes, other than gratuities and taxes for personal services and purchases.

TOUR PRICE DOES NOT INCLUDE: International or domestic airfare; passports; visas; inoculations; meals or other expenses while in transit between departure airport and arrival in Cameroon; additional expenses for late arrivals or early departures; laundry; bottled water or beverages; cover charges; baggage or other airline fees or service charges; excess baggage charges; accident, trip cancellation, and baggage insurance; medical treatment/emergency rescue expenses or insurance; expenses for guides, transportation, or deviations not included in the itinerary; gratuities and taxes for personal services and purchases; any other items of a personal nature; private non-group transfers; and any other item not heretofore specifically listed as included.

CHANGES : The Tour rate is based on rates of exchange, tariffs, and fares in effect at the time of publication and is subject to adjustment prior to departure. Changes to the printed itinerary are not anticipated, however, the Tour Organizer reserves the right to make any changes that it determines are necessary, with or without advance notice. Changes of itinerary will not result in a refund of any portion of the Tour price. In the event of any change in rates of exchange, tariffs, fares, or itinerary that result in additional costs, these additional costs must be paid by the participant before departure or as soon as the change becomes known.

REVISIONS: If changes, including name changes resulting from marriage, divorce, or error are requested by participant after deposit is received, revision fees, change fees, and/or cancellation fees will apply (see "Revision Fees" below).

REVISION FEES: A fee of \$95 per transaction will be charged by the Tour Organizer for any alteration or revision made to a registration. Any revision to a registration may result in the loss of confirmed reservations or increased costs **which will be payable by the participant.** Additional hotel penalties may also apply. A change of traveler name will be treated as a cancellation and new reservation; cancellation fees apply.

CANCELLATIONS/REFUNDS: All requests for cancellation must be submitted in writing to the Tour Organizer. Your cancellation date will be the date on which we receive your written notice. Allow 30-days for refunds to be processed. Regardless of the reason, cancellations result in additional costs and processing time for the Tour Organizer. A \$95 administrative fee plus the following charges will be assessed for cancellation:

120 or more days before Tour start date	\$850 per person
119 to 30 days before Tour start date	50% of Tour price per person
Less than 30 days before Tour start date, and no shows	100% of Tour price per person

If the participant arrives late or leaves the Tour prior to its conclusion, refunds will not be made for the unused portion of the Tour. No refunds will be made for any excursion, sightseeing, meal, or other activity that the participant misses or decides not to take for any reason. **Refunds will not be made for cancellations due to accident or illness. It is strongly recommended that participants purchase trip cancellation insurance to protect you from cancellation fees, lost baggage, and medical assistance and/or medical evacuation in the case of an emergency.** The Tour Organizer reserves the right to cancel any tour prior to departure. If such cancellation is not due to circumstances beyond the Tour Organizer’s control, such as war, etc. as

set forth below, the Tour Organizer will refund all payments participant made to Tour Organizer, constituting full settlement with the participant.

No compensation or refund will be made when cancellation arises before or during the Tour from circumstances beyond our and/or our suppliers' control (force majeure) such as war, strife, civil disobedience, terrorist activity, adverse weather conditions, fire, natural disasters, etc., unless or until the Tour Organizer is able to recover any Tour related sums. In the event of cancellation arising from circumstances beyond our control as set forth above, Tour related sums recovered by the Tour Organizer will be disbursed equitably to the participants after the Tour Organizer deducts all out-of-pocket costs and related expenses. **It is highly recommended that participants purchase trip cancellation insurance.** The Tour Organizer is not responsible for expenses, including but not limited to lodging, meals, and transportation, incurred for delays and/or detentions beyond the Tour itinerary as a result of circumstances beyond our and/or our suppliers' control such as war, etc. as set forth above.

NATURE OF TOUR: The Tour is an international service excursion. Participants are strongly discouraged from joining the Tour in progress or leaving the Tour prior to its conclusion. Portions of the Tour could be considered rustic and rigorous and are best approached with a spirit of openness and adventure. Portions of the Tour may be in remote locations, at which there may be no telephones or means of rapid evacuation in the event of emergency.

Each participant is advised to consult with his or her medical specialist prior to departure and must advise the Tour Organizer in advance in writing of any condition that may require attention during the tour, so the participant, with the assistance of the Tour Organizer, can make the necessary arrangements. Participants with a disability requiring special assistance are advised that the Americans with Disabilities Act is not applicable outside of the United States and facilities outside the United States for disabled individuals are limited, if available. Portions of the Tour may involve lengthy periods of standing, sitting, climbing stairs, hiking, or walking on unpaved surfaces. Persons requiring assistance must be accompanied by a companion who is capable of and responsible for providing all the assistance needed (normal excursions rates apply for the companion).

Smoking is not permitted in buses or other vehicles, at meals, in hotel or guest house rooms, Institute buildings, or during lectures, workshops, or practicums, whether held indoors or outside. **Use of alcohol and illicit drugs is strictly prohibited.** HI Cameroon is a smoke-free campus. Smoking is only permitted in a designated outside area. **Violation of these policies is subject to immediate dismissal from the Tour.**

CURFEW AND SAFETY: For your safety, it is not advisable to be out after sunset unless as part of a scheduled group activity. When either men or women are embarking on non-scheduled activities, it is advisable that 3-4 individuals make the journey together, with at least one man per group of women. Tour Organizer and Tour Organizer's local staff or representatives shall not be held liable for any assistance provided for non-scheduled activities.

WHAT TO BRING: Prepare for pleasant, sometimes hot, sunny days and cool, sometimes cold nights. Temperatures range from the 50s to the high 90s with the occasional rain. Few accommodations in Cameroon have air-conditioning or heat so plan accordingly. The Tour Organizer recommends that each participant bring writing paper and pens, a flashlight, a hat, sunscreen, raincoat or umbrella, a sweater, a warm jacket or coat, and sturdy, comfortable shoes for walking/trekking. **The Tour Organizer limits luggage to one duffel bag or suitcase per person and one carry-on size bag per person.** Please note that luggage may be carried within Cameroon on tarpaulin -covered roof racks or open trucks. Weather and loading and unloading can cause more than usual wear and tear to luggage. Accordingly, all luggage should be capable of withstanding rain and rugged treatment.

FOREIGN EXCHANGE: U.S. dollar = approximately 485 Cameroonian Francs (subject to fluctuation).

IMMUNIZATIONS: A **Yellow Fever immunization is required to enter Cameroon.** Airport officials will refuse entry to passengers who have not received Yellow Fever immunization and/or are unable to show proof of immunization.

PASSPORT AND VISA: Passport and tourist visa must be obtained in advance. Each participant is responsible for determining specific passport and visa requirements in the participant's country of origin and for obtaining the necessary documents prior to departure. Passport and Cameroon tourist visa must be obtained in advance before booking and purchasing airline tickets. Passports must be valid for at least 6 months beyond the Tour return date. It is advisable to have a minimum of 3 blank pages in the back of your passport. Tour Organizer is not responsible if you are refused entry to a country due to incorrect passport, visa, or other required documentation. **Apply for a visa with the Embassy of the Republic of Cameroon allowing sufficient time for processing** after receiving your Yellow Fever immunization. **Entry into Cameroon must be within 90 days of issuance of a visa. Visas are valid from the date of entry into Cameroon.**

LANGUAGE: All lectures, workshops, and other presentations will be in English.

PHOTOGRAPHS/VIDEO: Representatives of the Tour Organizer will be photographing and video recording the Tour. The Tour Organizer reserves the right to use any such photographs and video recording in its advertising, displays, publicity materials, and publications without obtaining further consent from any participant. Each participant releases the Tour Organizer and its representatives from any liability in connection with any such use of such photographs and video recording.

Photography and video/audio recording by tour participants is not permitted during the seminar lectures, workshops, practicums, or special events.

RELEASE/RESPONSIBILITY: The participant, by signing this Tour Participant Agreement, agrees that the Tour Organizer and its representatives, except for their gross negligence or willful misconduct, shall not be held liable for any injury, damage, loss, delay or irregularity that may be occasioned for any reason, including, but not limited to, any defect in a vehicle, the acts or default of any company or person engaged in conveying a participant, acts of God, terrorism, acts of war, or detention; delays or expenses arising from quarantine, strikes, thefts, pilferage, force majeure, civil disturbances, government restrictions or regulations; accidents by aircraft, boat, bicycle or motor vehicle, or in any hotel, inn, restaurant, accommodation or camp; failure of any means of transportation to arrive or depart as scheduled or changes in transit, hotel, inn, guest house or camping services; missed airline or other transport connections; or for additional expenses resulting from changes in exchange rates, tariffs, or itinerary. The participant agrees to assume all risks associated with the Tour and agrees that no liability will attach to the Tour Organizer, its employees or agents, or to any member of the Tour in respect of death, personal injury, illness or delay of the passenger, or for any loss of or damage to the property (including luggage) of the participant during the course of the trip, howsoever caused.

Payment is due in U.S. dollars and may be made by check, money order, international wire transfer, or credit card. Your payment by check or money order helps to support Himalayan Institute global humanitarian projects. Full payment is required with registrations received in the late registration period.

Payment by check

Enclosed is my check # _____ money order (U.S. funds only) in the amount of \$ _____ as deposit payment in full for my family's June 19-30, 2017 Service Excursion to Cameroon. **Make check or money order payable to HIMALAYAN INSTITUTE.**

Payment by credit card

Charge my (select one): MasterCard ... VISA ... American Express .. Discover card in the amount of \$ _____ as deposit payment in full for my family's June 19-30, 2017 Service Excursion to Cameroon.

(PLEASE PRINT)

Name: _____ 3 or 4 digit CV # (from front or back of credit card) _____
(as it appears on credit card)

(Credit Card Number) Expiration Date (mm/yyyy)

Signature (required on credit card orders)

Complete, sign, and return both pages of the Tour Participant Agreement with your payment to: Himalayan Institute, Attn: Excursions, 952 Bethany Turnpike, Honesdale, PA 18431. A confirmation will be sent to you upon acceptance, acknowledging receipt of your payment. **RETAIN A COPY OF YOUR COMPLETED APPLICATION FOR YOUR RECORDS.**

**Service Excursion to Himalayan Institute Cameroon
CONSENT FORM FOR MINORS**

My son/daughter (print name) _____, who resides at _____, has my permission to participate in the Service Excursion (“Excursion”), June 19-30, 2017, to Cameroon, Africa. I have signed an Tour Participant Agreement on my child’s behalf. I understand that my son/daughter is required to travel with me and remain with me during movement from location to location within Cameroon, and that I am fully responsible for his/her care at all times. I also understand that my son/daughter and I will be expected to abide by all rules and policies of the Himalayan Institute, under the direction of Himalayan Institute staff, and failure to do so may be grounds for dismissal from the Excursion.

RELEASE AND WAIVER OF LIABILITY

The Himalayan Institute desires to provide a safe, educational, and enjoyable eco-service experience for all participants, however, illnesses and accidents can happen. In consideration of my child being accepted to participate in Excursions sponsored by the Himalayan Institute, I agree to assume responsibility for those ordinary and reasonable risks associated with travel and activities. I agree to hold harmless the Himalayan Institute, its officers, board members, employees, volunteers, agents and representatives from any and all liabilities, claims, costs, demands or judgments whether for personal injury, property damage, or otherwise, arising out of, or in connection with, Himalayan Institute Excursions, programs or any travel associated with them.

AUTHORIZATION FOR TREATMENT

Should my child stray from my care and require medical attention, I understand that Himalayan Institute staff will make attempts to notify me in all medical emergencies, and I will be contacted, if possible, for my permission if hospitalization or treatment of a serious nature is required. In the event of a medical emergency, I hereby give authorization to the Himalayan Institute staff to make arrangements for and take my child to a medical doctor or an emergency room of the nearest hospital. I further authorize the medical doctor or hospital and its medical staff to administer treatment as deemed necessary by them for the well-being of my child. I agree that all costs related to medical treatment for my child are my responsibility and will be paid by me.

I have read and understand the foregoing Consent Form for Minors to participate in the Himalayan Institute Service Excursion to Cameroon, and I freely give my consent and permission of all things contained herein.

Parent: (print name) _____

Parent Signature

Date (mm/dd/yyyy)

Complete, sign, and return this consent to: Himalayan Institute, Attn: Excursions, 952 Bethany Turnpike, Honesdale, PA 18431.