

# Tour, Passport & Credit Card Information - Form is Per Couple or Person

Must be completed, copy of passport, & signature of terms and conditions (back of this form) must be returned as soon as possible.

## Tour Member Information

NAME AS IT APPEARS ON PASSPORT (FIRST MIDDLE LAST). **Many Tour Updates may be done via Email. Please make sure we have your correct email address.**

Tour Member 1 - \_\_\_\_\_ Nick Name for Name Tag : \_\_\_\_\_ Email Address: \_\_\_\_\_  
Tour Member 2 - \_\_\_\_\_ Nick Name for Name Tag : \_\_\_\_\_ Email Address: \_\_\_\_\_

For Visa's we require each passengers parents first names: Passenger 1 \_\_\_\_\_ Passenger 2 \_\_\_\_\_

Date of Departure: \_\_\_\_\_ Make Domestic Reservations for me from: \_\_\_\_\_

Tour Host: \_\_\_\_\_ Dietary Restrictions: \_\_\_\_\_

## Roommate or Single-Room

- Name of roommate
- I would like a single room at an additional cost (approximately \$80/\$180 per hotel night)
- I would like to have a roommate if possible - I understand that if there is no roommate available, I will accept a single room and pay the single-room supplement.

\*We do our best to accommodate room requests however room requests are not guaranteed. Please read the enclosed know before you go booklet carefully; most of your questions will be answered before you ask them. You can also refer to our website at [www.Maranathatours.com](http://www.Maranathatours.com) for information on obtaining your passport.

## Passports

TSA now requires specific information from your passport to be provided at the time your airline ticket is issued. They also require the name on your airline ticket match your passport. In order to ensure you do not have delays, or missed flights due to errors.

We must have a clear copy of the picture page from your passport no later than 60 days prior to your departure.

\*\*\* If you have a smart phone you can take a pictures of the picture page of your passport and email it to [groups@maranathatours.com](mailto:groups@maranathatours.com) along with this form.

OR Mail in a copy of the picture page of your passport with this form

If your passport copy is not received prior to the date the group airline tickets are issued, your seat on the flight will be canceled by the airline. Any additional costs to obtain an individual ticket after the group's tickets are issued will be at your own expense and must be paid prior to the ticket being issued.

**Special note:** Most countries do require that passports be valid at least 6 months beyond the date of entry into each country. Examples are: Israel - 6 months beyond; Egypt - 3 months beyond. If your passport is questionable please contact your tour operator to verify if you will need to obtain a new passport prior to your departure.

### Visas (if applicable)

The necessary visas for Egypt, Jordan, and Turkey will be obtained by our office prior to your departure. We must receive passport information at least 60 days prior to departure. If you miss the deadline, we will instruct you on the procedure for obtaining your own visas. Please remit this to us at your earliest convenience.

## Credit Card Payments

If you do not want to use a credit card for payment , do not complete any lines below but please read the tour protection information and sign that you have read the **TERMS & CONDITIONS on the back of this form.**

As of today there are only a few international airlines that will allow the credit card payments for the group tickets and fares we are using. When applicable we can charge the airline portion of your tour to your credit card directly with the airline. Maranatha Tours can charge your credit card for the remainder or full balance of your tour price 45 days prior however there will be a processing fee as listed below\*\*

- I would like to have the BALANCE DUE of my tour price charged to my credit 45 days prior and I understand there is a processing fee as stated below.\*\*

Type Of Credit Card (Visa, Master Card, American Express, Discover)		Complete Number As Shown On Card
Expiration Date Of Card	Relationship To Tour Member (If Different From Card Holder)	Exact Name As Shown On Card
Billing Street Address		Card Holder Signature And Date
Billing City / State / Zip		Cw2 # From Credit Card ***

\* All domestic airline tickets arranged through Maranatha Tours are subject to a \$35.00 per ticket transaction fee.

\*\* - All credit card transactions processed by Maranatha Tours directly are subject to a 5% processing fee .

\*\*\* The CW2 is printed in the signature area on the back of the card. American Express CW2 is printed above and to the right of the imprinted card number on the front of the card.

## Completed Forms

To be faxed (602.788.6182) or scanned & emailed to: [groups@maranathatours.com](mailto:groups@maranathatours.com)

**TOUR PROTECTION PLAN**

Maranatha Tours recommends you purchase the Tour Protection Plan for Trip Cancellation/Trip Interruption, Emergency Medical and Emergency Evacuation/Repatriation, Trip Delay, Baggage Delay, and more. To view/download the Policy, go to: <http://policy.travelexinsurance.com/323A-1217>  
Any specific questions regarding the protection plan, needs to be directed to Travelex Insurance Services as we are a third party provider. Please con-tact Travelex at 1-844-877-1879 and refer to the PLAN NUMBER 323A-1217. Travel Insurance Is underwritten by Berkshire Hathaway Specialty Insurance Company (formerly known as Stonewall Insurance Company); NAIC #22276. KT7

**Please choose and sign:**

**Yes, I accept the Travel Protection Plan.**

X \_\_\_\_\_  
Signature of Passenger #1

X \_\_\_\_\_  
Signature of Passenger #2

**No thanks. I decline the recommended Travel Protection Plan.**

X \_\_\_\_\_  
Signature of Passenger #1

X \_\_\_\_\_  
Signature of Passenger #2

**IMPORTANT NOTE:**  
The tour protection plan coverage is based on the dollar amount of your tour. IF THE TOUR PROTECTION PLAN IS NOT ON YOUR INVOICE YOU ARE NOT INSURED. IF YOU WOULD LIKE TO PURCHASE THE PROTECTION PLAN PLEASE EMAIL YOUR TOUR OPERATOR TO GET THIS TAKEN CARE OF FOR YOU Please refer to your policy for a complete list of plan exclusions and limitations. The purchase of this product is not required in order to purchase any other travel product or service. The products being offered provide insurance coverage that only applies during your covered trip. You may have insurance coverage from other sources that provide similar benefits but may be subject to different restrictions depending upon the coverage. You may wish to compare the terms of the travel policy offered through Travelex with any existing life, health, home and automobile insurance policies you may have. If you have questions about your coverage under your existing insurance policies, contact your insurer or insurance agent or broker. Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit or knowingly presents false information in an application for insurance is guilty of a crime and may be subject to fines and confinement in prison. Please visit [www.travelexinsurance.com/company/fraud-warning](http://www.travelexinsurance.com/company/fraud-warning) to view the state specific fraud warnings or call 433.877.1879.

**By signing below, I certify that I have read the Terms and Conditions, understand its content, and agree to its terms including but not limited to additional fees that may apply if full payment has not been received.**

**ACCOMMODATIONS:** First class hotels based on twin occupancy with bath. Single-room supplement \$80 - \$108 per night

**MEALS:** Unlimited buffet breakfasts and dinners daily while on the tour. *No meals are provided in the USA.* Extra charge for coffee, tea or other beverage not included in the menu of the day. If a passenger chooses not to have a meal, there will be no refund for unused meals.

**AIRLINE ROUTES & TICKETS:** In order to keep prices low, MTI does not guarantee the most direct routing to your final destination. Once "printed" or "issued", airline tickets cannot be changed or refunded thereafter. Air transportation to/from your destination will be economy class on IATA and ARC carriers utilizing APEX or SUPER APEX non-refundable, non-amendable tickets for groups of 10 or more flying together on entire itinerary. Full payment is due 45 days prior to commencement of travel. If the passenger cancels within 45 days of departure or after air tickets are written (whichever comes sooner), then 100% of airfare will be forfeited by passenger. All airfares are subject to government approval and change without notice. **AIR--**Because the travel dates are more than 6 months away, the costs and schedules could change. Please Note: A New York overnight may be necessary for any groups traveling from the West Coast, either on the outbound or return. Airline tickets are issued 45 days prior to departure. Seat assignments can be requested but are not guaranteed as most group seat assignments can only be finalized at the airport upon check in.

**ADDITIONAL AIRLINE FEES:** You may incur additional airline baggage and optional fees (food, Excess Baggage, Items of Personal Nature etc...) and will be charged by the airline at check in.

**TIPS AND TAXES:** Tips to guides & drivers, gratuities to porters, restaurant and hotel servers, fuel surcharges, foreign departure taxes and visas (for US passport holders) are included in the tour cost. (Increases in government taxes, fuel surcharges, gratuities and visas fees are subject to change).

**SIGHTSEEING:** By modern motor coach including services of English speaking guides and entrance fees to places included in the itinerary. Where available all groups will be provided with portable listening devices. Passengers are responsible for loss or damage of the device.

**NOT INCLUDED:** Passport, laundry, wines, liquors, mineral waters and after-dinner coffee or tea, meals not included in the itinerary, room service, sightseeing or services other than those specifically mentioned. Baggage fees and surcharges are different for every airline therefore please contact the airline for specific baggage allowance and fees. Maranatha Tours is not responsible for these related fees as this is solely the responsibility of the passenger.

**PASSPORTS, VISAS:** A valid passport is required for all passengers. If you do not have a passport please contact your local passport office. Passports must be valid for 6 months after return date. For all non-US citizens please consult the consulate for each country you will be entering as a VISA may also be required and will be the responsibility of each passenger to obtain.

**TOUR PRICE:** Price is based on international tariffs and rates in effect on date of proposal and is subject to change should there be a revision in AIR or LAND rates prior to payment in full of the tour price. Price is based on a minimum of passengers using double occupancy. In the event that a minimum of passengers does not book the tour within 91 days of departure the agent reserves the right to cancel the tour. You will be notified immediately upon any increase and will have the option of paying the difference or canceling with full refund. Late booking or changes may result in an additional fee. Maranatha Tours Inc. reserves the right to correct invoices, itineraries, and/or brochures without notice.

**PRICE INCREASES** All prices quoted in this brochure are subject to change if not paid in full due to currency fluctuations, fuel surcharge increases, government taxes and fees increases or unforeseen circumstances. You will be notified immediately upon discovery of an increase and will have the option of paying the difference or canceling with full refund.

**LAND ONLY:** From time to time a tour may be canceled due to not materializing. If you choose to purchase a land only package and arrange your own domestic and international flight independently, Maranatha Tours Inc. will not be responsible for domestic, international flights or transfers of any kind. Maranatha Tours is not responsible for any International flight schedule changes. If domestic tickets are purchased by an individual all penalties and fare differences will be paid by the client.

**RESERVATIONS:** . Reservations received within 90 days or less from departure may incur an additional late fee plus any additional fees based on air availability at that time of registration. For reservations received 90 - 61 days prior to departure a \$100 late reservation fee) will be applied (plus additional airline & land fees).. For Reservations received 60 - 31 days before departure the late fee will be \$200; for reservations received 30 - 1 days prior to departures the late fee will be \$300 per person. Additional fees will be advised upon registration

**TOUR PROTECTION PLAN:** (optional): Maranatha Tours Inc. recommends you purchase a Tour Protection Plan for Trip Cancellation/Trip Interruption, Emergency Medical and Emergency Evacuation/Repatriation, Trip Delay, Baggage Delay, and more. To view/download the Policy, go to: <http://policy.travelexinsurance.com/323A-1217> The purchase of this product is not required in order to purchase any other travel product or service. Your travel retailer might not be licensed to sell travel insurance and will only be able to provide general information about the product. An unlicensed travel retailer may not answer questions about the terms and

conditions of the insurance offered and may not evaluate the adequacy of your existing insurance coverage. The products being offered provide insurance coverage that only applies during your covered trip. You may have insurance coverage from other sources that provide similar benefits but may be subject to different restrictions depending upon the coverage. You may wish to compare the terms of the travel policy offered through Travelex with any existing life, health, home and automobile insurance policies you may have. If you have questions about your coverage under your existing insurance policies, contact your insurer or insurance agent or broker. **DEPOSIT, PAYMENTS AND CANCELLATION:** A deposit of \$500 per person plus the cost of optional travel insurance (if elected to take) is required to secure reservations, which will be applied to the price of the tour. An additional 25% of the remaining balance will be due at 200 days prior, 120 days prior, and 60 days prior to the departure. The remaining balance to be paid in full not later than 45 day prior to departure of the tour. If payment is not received 45 days prior to departure, a \$100 late payment fee will be assessed. All cancellations must be in writing by letter, fax or e-mail to Maranatha Tours and will be in effect on the date of receipt by Maranatha Tours. There is no exception to cancellation fee. Any exceptions must be in writing from Maranatha Tours Inc. Air penalties are not part of the percentages below and vary based on the airline policy at the ti

me of ticket issue. Returned checks incur a \$30 NSF fee. **Cancellation Fees:**  
121 + Days Prior: \$100.00 per person administration fee  
120 - 91 Days Prior: \$200 for international tour, \$500 for international tour and cruise  
90 - 61 Days Prior: \$500 for international tour, \$700 for International tour and cruise  
60 - 46 Days Prior: 50% of tour cost  
45 Days Prior or less: 100% of tour cost  
100% of Cancellation Fees are covered by the optional Travel Insurance provided premium has been paid and is an insurable reason for cancellation , as established by the insurance provider.

**RESPONSIBILITY AND LIABILITY:** Land arrangements including surface transportation: Maranatha Tours Inc., and the participating Tour Operators operate the land tours offered under this program only as agents of the railroads, car rental contractors, steamship lines, hotels, bus operators, sightseeing contractors and others which provide the actual land arrangements and are not liable for any act, omission, delay, injury, loss or damage or non-performance occurring in connection with these land arrangements. International air carriers and other IATA carriers, steamship lines and other transportation companies whose services are featured in these tours are not to be held responsible for any act, omission or event during the time passengers are not on board their conveyance. The passage contract in use by these companies when issued shall constitute the sole contract between the companies and the purchaser of these tours and/or passage. The tour operator reserves the right to change the itinerary, delete or substitute sites when tour operator feels it to be in the best interest of the tour.

**FIT TO TRAVEL:** By registering, passengers accept responsibility for being in good health and able to walk and travel on the tour. Many sites are not accessible to physically challenged and may limit the overall tour experience. Maranatha Tours does not provide additional assistance to passengers with physical or mobility limitations as tour itineraries require full mobility. Please advise Maranatha Tours if you have any limitations that may impact your tour.

**ITINERARY CHANGES:** The tour operator reserves the right to change the itinerary due to emergencies. If itinerary changes necessitate extra overnights, you will be charged the cost of the additional hotel accommodations, meals and single rooms supplements required. Should sights be missed due to necessary changes, no refund for missed touring will be given.

**CHANGES & DEVIATIONS:** All changes and deviations will incur a \$125 fee, plus any other additional costs associated with services included in the basic or pre/post tour and change requests must be received at least 90 days prior to the departure of the tour. Transfers are included in our group round-trip programs, passengers who deviate or purchase land only packages will be responsible for arriving and leaving independently and must transfer at their own expense.

**CREDIT CARDS:** All prices include a 5% discount for payment by cash, check or money order.

**EXCHANGE RATE FLUCTUATIONS:** Foreign currency exchange rates fluctuate daily. In the past years the, Euro rates versus the US Dollar fluctuated from a low below 1.10 to almost 1.70 (meaning that one Euro cost \$1.10 to \$1.70 US). It is very difficult to set the price of a tour when we cannot predict what exchange rates will do. We price our tours at \$1.10 = € 1 and adjust for fluctuations at final billing. If the rate drops below the original rate, we pass the savings on if rates increases, we must pass those costs on.

Parental signature or guardian required for minors

Signature: \_\_\_\_\_ Date: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_