

IMPORTANT NOTES

1. Airlines reserve the right to withdraw airfares without notice. We cannot guarantee airfares until they are paid in full and the air tickets are issued.
2. Prices quoted above are for airfares only and exclude any applicable departure taxes and visa fees.
3. Please note that the above reservations have been made. Prices are still subject to change without notice until payment has been received in full.
4. The only forms of payment accepted by Travel Today (Pty) Ltd are:
 - Cash
 - Bank cheques and Credit cards

Travel Documents and Visas

A valid passport is required for all international and over-border travel, which must be valid for at least 6 months after your return from overseas. In certain cases, foreign passport holders require a re-entry or departure permits and is advised to contact the relevant authorities to check this prior to departure. Other documents that may be required for your journey are an international driver's license, inoculation certificates and hotel, car and tour vouchers. Please ensure that you check all of these prior to your departure.

Travel Today (Pty) Ltd cannot be held responsible if Visa applications are denied for any reason, nor can we be held responsible for any change of cost, requirements, delays or loss of passports caused by the Consulates concerned. Please note that a Visa does not guarantee entry to any given country at point of entry.

Insurance

Travel Today (Pty) Ltd strongly recommends that travel insurance be purchased to cover for the duration of your journey. Insurance can only be purchased prior to departure, and we suggest you discuss the options available with your consultant. Travel Today (Pty) Ltd would urge you to take out additional insurance cover over and above the phase one insurance offered free and standard for international travel by the various credit card companies. Kindly check with the respective credit card companies directly, to obtain specific details of their complimentary cover.

Foreign Currency

This may be purchased 60 days prior to departure, in the form of cash, traveler's cheques or credit card access. Please speak to us about arranging an appointment for you with a Foreign Exchange Consultant.

Re-confirmation

Please reconfirm all onward travel arrangements 72 hours prior to departure. Failure to do so could result in the cancellation of the remainder of your itinerary.

Cancellations

The relevant terms and conditions of the service provider will govern the applicable cancellation and refund clauses. These terms and conditions are to be found in the brochure of the relevant service provider and failing this can be obtained from your travel consultant.

In addition, any bookings cancelled after confirmation will further be subject to cancellation fees as follows:

- 100% - within 4 weeks of departure
- 75% - 4 to 6 weeks prior to departure
- 50% - 6 to 8 weeks prior to departure

We will endeavor to recuperate these funds on your behalf; however we do not hold ourselves responsible or liable for any losses incurred.

Airline tickets presented for refund are subject to delays of approximately 8 weeks. We will monitor the refunds but are unable to refund the monies to our clients before we receive reimbursement from the relevant airline.

Travel Today (Pty) Ltd Responsibility, Terms and Conditions

Travel Today (Pty) Ltd acts only as an agent between the passenger and the airline, car rental company or tour operator. As such, we cannot be held liable for any loss, damage, accident, delay or inconvenience caused by the principal. On collection of your travel documents, you will be requested to sign a Form of Acceptance of the above conditions. A copy of these conditions is available on request.

Travel Today (Pty) Ltd act as an agent only and are not liable for any loss, damage, accident, delay or inconvenience caused by the principal.

STANDARD CONDITIONS OF BUSINESS

1. Preamble

1. Travel Today (Pty) Ltd, Registration Number 1993/003791/07 ("Travel Today (Pty) Ltd") carries on business under the regulations of the Association of South African Travel Agents ("ASATA") and provides clients (YOU/YOUR) with travel and/or other services on behalf of principals and/or other agents engaged in, or associated with the Travel Industry, including inter alia, airlines, tour operators, hotels, shipping companies, car hire and other providers of air, land, sea or any other travel arrangements, products or services. Travel Today (Pty) Ltd will provide, on request, the identity, terms and conditions of all our principals and other parties for whom we act directly as agent relevant to the service being provided for YOUR booking.

2. Liability

1. Travel Today (Pty) Ltd represent airlines, tour operators, service suppliers and other travel organizations as agents only, and accordingly on receipt by Travel Today (Pty) Ltd of any bookings in a brochure or tailored quote. Travel Today (Pty) Ltd shall transmit any such booking to the supplier concerned and endeavor to secure timeously all reservations and arrangements.
2. All vouchers, receipts and tickets are issued subject to the terms and conditions specified by the suppliers and, by accepting the vouchers and tickets and/or utilising the services any person participating in any of Travel Today (Pty) Ltd' tours or packages become contractually bound to the supplier thereof.
3. Neither Travel Today (Pty) Ltd nor any holding, parent, subsidiary, affiliated or associated company or representative shall be liable for any loss, injury of, or damage to your person and/or belongings whatsoever and you indemnify Travel Today (Pty) Ltd accordingly. Travel Today (Pty) Ltd furthermore do not accept liability for any actions, errors or omissions on the part of any principal or third party and/or their agents, which may be prejudicial to you or result in loss in any way or form whatsoever.
4. Those parties for whom Travel Today (Pty) Ltd act as agents may be acquitted from responsibility in that they act as agent themselves or have contracted out of liability, as may the ultimate principals such as hotels, car hire and coach operators, and it is therefore recommended that appropriate insurance be taken out for all travelers.

3. Bookings, Change of Arrangements, Routes and Prices

1. "The booking" or "the reservation" refer to part, or all of the travel arrangements for transportation, accommodation, sightseeing and other linked travel services made on behalf of a client with principals and parties for whom Travel Today (Pty) Ltd acts as agent, and excludes services of a peripheral nature as described or similar to those described in Clause 6.
2. Any booking made by Travel Today (Pty) Ltd constitutes a form of contract between you and the parties referred to in the above clause and is consequently subject to the terms and of Travel Today (Pty) Ltd and such other parties' conditions of agreement of business.
3. Wherever possible, Travel Today (Pty) Ltd will endeavor to confirm the status of any booking in writing, but we may not always be able to do so. In such cases, failure to provide written confirmation shall not be considered to negate the validity and conditions of the booking or to constitute an act of negligence on behalf of Travel Today (Pty) Ltd.
4. In the event of there being an unscheduled extension to the booking caused by flight delay, bad weather, strike or any other cause that is beyond the control of Travel Today (Pty) Ltd, it is understood that expenses relating to these unscheduled extensions (hotel accommodation, etc) will be for your account.
5. In the event that any service provider/principal is unable to provide the service confirmed to you, Travel Today (Pty) Ltd policy is always to offer you alternative arrangements of similar classification, wherever possible in the same area.
6. Whilst every effort is made to keep to published itineraries, Travel Today (Pty) Ltd reserve the right to make changes as are deemed necessary. In some cases, conditions such as the weather may necessitate an alteration to the tour itinerary and this does not constitute any ground for a refund.
7. Unless full payment is due at the time of making the booking, all bookings must be accompanied by the requested deposit or guarantee of a deposit to Travel Today (Pty) Ltd-part or all hereof may be non-refundable. The deposit constitutes part of the booking conditions and Travel Today (Pty) Ltd reserve the right to cancel any booking without prejudice, in the event of a deposit or part thereof not being received.
8. The booking price quoted to you is based on fares, hotel prices, land costs and other relevant costs ruling at the date of Travel Today (Pty) Ltd' proposal. In the event of there being any increase in any of the foregoing costs prior to the start date of any booking, such variation shall be for your account on request by Travel Today (Pty) Ltd, as shall any increase in the booking price arising from the fluctuation in rates of exchange between the date on which the booking was quoted and the start date of any booking.

4. Payment and additional charges

1. Final payment for any booking must be made at least six weeks prior to departure, unless specific arrangements have been made with Travel Today (Pty) Ltd and such arrangement confirmed in writing by Travel Today (Pty) Ltd.

2. Final payment is based upon on the quoted and confirmed price, less any deposit paid, plus any additional charges that may have been incurred.
3. Aside from passport, visa and other peripheral service fees (additional fees), Travel Today (Pty) Ltd reserve the right to claim the late booking charges, communications, consultation, administration and amendment fees where applicable.
4. Interest at 2% above the current prime bank overdraft rate will automatically be applied to all overdue amounts.
5. For the business traveler who has a corporate account with Travel Today (Pty) Ltd, the terms of credit are strictly payable on presentation of statement dealing with such account.
6. Any invoice and/or statement received by you shall be payable in full and no deduction or alteration may be made by you should all or any part of the services booked by Travel Today (Pty) Ltd be unused for any reason.

5. Insurance

1. Assistance to obtain travel insurance in terms of Section 22 of the Tourism Act, 1993, is available on request.
2. It shall not be obligatory upon Travel Today (Pty) Ltd to effect insurance for you except upon detailed instructions given in writing by you and all insurance effected by Travel Today (Pty) Ltd pursuant to such instruction will be subject to such exceptions and conditions as may be imposed by the insurance company or underwriters accepting the risk, and Travel Today (Pty) Ltd shall not be obliged to obtain separate cover for any risks so excluded. Travel Today (Pty) Ltd shall not be under any obligation to effect a separate insurance for each customer, but may declare it on any open or general policy. Should the insurers dispute their liability for any reason, you will have recourse against the insurers only and Travel Today (Pty) Ltd will not be under any responsibility or liability whatsoever in relation thereto, notwithstanding that the premium of the policy may not be at the same rate as that charged by Travel Today (Pty) Ltd or paid to Travel Today (Pty) Ltd by you.
3. Travel Today (Pty) Ltd will not be responsible if you fail to take adequate insurance cover.
4. Queries must be addressed to the principal insurer, as Travel Today (Pty) Ltd shall not in any way be held responsible for any and/or all information advanced by its staff in this regard.

6. Peripheral Requirements

1. Travel Today (Pty) Ltd will endeavor to assist you in obtaining or meeting the requirements for passports, visas, health documents, insurance, foreign exchange, Reserve and other bank approvals, use of credit cards, customs and immigration regulations as well as other peripheral requirements or services falling outside the actual travel arrangements made with principals and other parties for whom Travel Today (Pty) Ltd act as agents and referred to as "the booking" or "the reservation", but due to the constant changing nature of such peripheral requirements and

services, Travel Today (Pty) Ltd cannot be held liable for ensuring that these requirements and services are provided correctly or timeously or at all, nor the accuracy of any information or any lack of information relating to such requirements and/or services.

7. Cancellation

1. Travel Today (Pty) Ltd will undertake to endeavor to provide the services required by the customer, but in the event of cancellation of the booking for any reason whatsoever, partially or in full, by or on behalf of you, Travel Today (Pty) Ltd reserve the right to claim the services, administration, communication and cancellation charges which will inter alia depend on the debits Travel Today (Pty) Ltd receive from its suppliers.
2. Failure to cancel will result in the total booking cost being payable.
3. Travel Today (Pty) Ltd reserve the right to discontinue and summarily cancel any agreement in respect of which payment have fallen in arrears, and in the event of this right being exercised, the fully balance still owing shall immediately become due and payable on demand.

8. Interpretation, Law Applicable and Jurisdiction

1. Words implying the singular shall include the plural and vice versa, words importing one gender shall include any other and reference to natural persons shall include legal entities and vice versa.
2. This agreement is governed by South African Law.
3. The Parties hereby consent to the jurisdiction of the appropriate Magistrate's Court in regard to any action and/or proceedings based on/or arising from these Standard Conditions of Business.
4. This document reflects the only and full agreement between you and Travel Today (Pty) Ltd and any variation and/or extension thereof shall not be valid unless agreed to both by the Parties in writing.
5. In the event of a clash and/or uncertainty in meaning and/or interpretation between this and any other document issued by Travel Today (Pty) Ltd, this document will always have preference.

Travel Today (Pty) Ltd act as an agent only and are not liable for any loss, damage, accident, delay or inconvenience caused by the principal.

CLIENT BOOKING CONFIRMATION

This booking form is designed to assist our consultants to meet your travel requirements. Please take the time to read the information carefully and to sign the form as an acknowledgement that the travel details are correct. Please note that NO documentation will be issued without a completed booking form on file. Your co-operation is appreciated.

Flights.

As per the fax / email booking confirmation, I agree that the flights are correct, and I agree that the tickets can be issued.

Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
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Insurance.

I acknowledge that I have been offered the preferential insurance policy through the Travel Today (Pty) Ltd.

Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
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at the rate of R..... and have decided to

Accept	<input type="checkbox"/>	Decline	<input type="checkbox"/>
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the insurance. Please note: Children up to 21 generally share their parent's cover.

If you accept the insurance, please provide the following details:

ID Number:	<input type="text"/>	Physical Address:
Doctor's name:	<input type="text"/>	
Doctor's Tel No:	<input type="text"/>	
Beneficiary:	<input type="text"/>	

Passports and Visas.

I have checked the validity of my passport, and have been advised of the visa requirements for my intended trip.

Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
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Terms and Conditions.

I have read the terms and conditions of trade as laid out by Travel Today (Pty) Ltd, and understand that Travel Today (Pty) Ltd acts as an agent for a variety of principles and cannot be held responsible for any inconveniences that may be incurred as a result of inter alia delays.

I _____ acknowledge herewith that the reservations made on my behalf are correct as per my instructions.

Date: _____ Signature: _____

Reference: Booking No 0024160, Client No 000479

Indemnity Form

Please complete the following form and fax back to Travel Today (Pty) Ltd before your documents are released to you.

I _____ hereby acknowledge that my consultant has offered the services of ordering foreign exchange and advised me about travel insurance.

I hereby accept / decline travel insurance, I am aware of the risk of not accepting travel insurance.

I will not hold Travel Today (Pty) Ltd responsible for any consequences of not having travel insurance.

Visa Requirements

Please be advised that visas can only be obtained by Travel Today (Pty) Ltd if the passport and air ticket are in the same name, and that children travelling with one parent have a certified letter authorizing them to travel without the other parent. Original birth and marriage or death certificates will be required.

I have been advised by my consultant that I require a visa or visas for my trip.

I have been advised by my consultant of all the requirements pertaining to this visa application.

I, however do not require a visa for the following reason:

I have multiple entry visa valid until _____ (date).

I travel on a _____ passport and therefore do not require a visa.

I am obtaining my own visa and will not hold Travel Today (Pty) Ltd liable in the event of my not obtaining the visa on time to travel / or any other problem arising from my own submission of the visa.

Client signature
