**Booking form and guest profile**

Name (as in passport): …………………………………………………………………………………………………………………………

Home address: …………………………………………………………………………………………………………………………………….

Phone: ………………………………………………………………… Email: ………………………………………………………………..

Nationality: ………………………………………………………… Date of birth: …………………………………………………………

Passport number: ………………………………………………………………………………………………………………………………..

Date & place of issue: ………………………………………………… Date of expiry………………………………………………

Emergency contact person: …………………………………………………………………………………………………………………

Relation with contact person: ………………………… Ph. No. of contact person: …………………………………………

Start of the trek: ……………………………………………… End of the trek: …………………………………………………….

The customer must have personal insurance which covers accidents, transportation to medical facilities, medical expenses, emergency evacuation and loss of damage to personal belongings.

Insurance company: ……………………………………………… Policy No : .…………………………………………………………

Contact No./ Email : ……………………………………………………………………………………………………………………………

**If you do not have the insurance policy and signed this form, you personally have to accept the responsibility to cover all insurance costs.**

Booking form (the profile of the guest) and payment   
The form must be fully completed before any booking can be accepted

**Tour Cancellation Policy**

All notice of cancellation must be sent to our office in written

Verbal cancellations will not be entertained

30 days before  departure date, 10% of total trip cost will be deducted

15 days before  departure date, 20% of total trip cost will be deducted

07 days before departure date,30% of total trip cost will be deducted

There will be no refund at all if you cancel the tour and trek less than one week before the departure date of tour/trek.

**TERMS & CONDITIONS**

These booking Terms and conditions contain important information. It is essential that you read them carefully and understand them as they apply to all services provided by Vision Adventure Nepal Pvt.Ltd.

**Travel Insurance**

We advise you to purchase comprehensive travel insurance package against medical, nature calamity, helicopter evacuation, personal accident and cancelation etc. we do not have any insurance policies we sell but it is available from Kathmandu base insurance company.

**Changes by you**

If you wish to change your tour/trek, you must inform our staff few days before. Any extra charge or loss incurred due to such change will be borne by you.

**Cancellation by the company**

We may be obliged to cancel your trip by reasons like flight cancel because of bad weather, permit not issued or cancelled by the government, war, riots, civil disturbances, strikes, natural disasters, terrorist activities or threat of such and closure of airport etc. Under such circumstance, we will advise you as soon as possible if we can offer you an alternative trip of comparable standard or make a refund of the money paid to us after deducting the expenses that was spent to make the bookings of the flights, permits, hotels and vehicle booking. A clear bill of the expenses will be provided to you so that you will be able to claim the insurance. However, we can be under no other liability to you in such cases.

**Refund**

Vision Adventure Nepal is not liable to refund any money when the tour/trek is shortened then planned. In case of injury, illness, non interest or changed weather/ environmental and political condition. If tour/trek is not completed there is no refund at all after you start the tour/trek.

**Privacy**

Vision Adventure Nepal Pvt. Ltd.  Is committed to protecting the privacy and confidentiality of personal information.

Publicity:

You should agree that we (Vision Adventure Nepal pvt.ltd ) can use image we have taken during the trip without any compensation to you. This is needed for publicity and promotion through whatever medium it can be.

**Changes to these terms and condition**

Vision Adventure Nepal Pvt. Ltd. has the authority and the right to change or modify all or any part of these terms and conditions.

Once the guest confirms the tour/trek they will be provided a bank account number from Vision Adventure Nepal Pvt. Ltd. Vision Adventure Nepal calculates 30 percent of the full amount what the client has to pay in advance to confirm the tour/trek. All the amount has to be paid minimum 1 day before starting of the tour/trek.   
If payment is not made on time, there is a risk that the draw will be canceled on the part of Vision Adventure Nepal Pvt. Ltd. due to prepayments for tickets / permits / hotels. Payments are deposited in the bank account of Vision Adventure Nepal Pvt. Ltd. in the name of the guest.

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Acceptance of conditions

I have gone through all the terms and conditions of Vision Adventure Nepal Pvt. Ltd. I have signed this form by reading all the terms and conditions of the company and will not case the company , its counter partners and staffs against any circumstances mentioned above.

**You have to send a copy of your passport and insurance policy together with this form.**

Signature………………………………………………………………………… Date: ……………………………………………………………