## How to make a Booking

If you are booking international flights with us the full payment for the flight will be required at the time of booking. Once you have chosen the trek or trip you would like to book, contact our office to check availability. Complete and sign the booking form and send it with a £250 per person non refundable deposit and email, fax or post mail it back to our address.

If booking 12 weeks or less before departure, full payment is required at the time of booking. We will accept late bookings closer to the departure date subject to flight and accommodation availability.

If you choose to phone us with your debit or credit card details, a signed and completed booking form will still be required for confirmation of booking. Booking forms are available to download and print from our website or can be emailed to you. For additional bookings please send a completed photocopy or additional printout of the booking form. We also request you read our Terms and Conditions prior to making your booking.

Your invoice will read "Payable to and on behalf of The Himalayan Adventure Company Travel Trust Account". Similarly all cheques should be made payable to The Himalayan Adventure Company Travel Trust Account. We accept payment by cheque, credit and debit card. Please note that if you choose to pay your final balance by credit card there is a 3% charge for this service.

## Your Financial Security Guaranteed

We are members of the Travel Trust Association and as part of this we operate a trust account for the financial protection of our clients in accordance with The Package Travel, package holiday, and package tour regulations 1992. All monies received from clients are held in a separate trust account, released on completion of travel.

The air holidays we offer are ATOL protected by the Civil Aviation Authority. Our ATOL licence number is ATOL T7199.

On receipt of your signed booking form and appropriate payment, we will confirm your booking and send you a trip dossier, which will include:

Confirmation of your booking, a detailed day by day itinerary, visa and trekking permit instructions, vaccination and health information,

a personal first aid pack list, an equipment and suggested clothing list, a suggested reading list appropriate to your destination, a responsible travel briefing.

The final balance for your booking will be due 12 weeks prior to your departure. The date when final payment is due will be on your invoice. NO FINAL INVOICE WILL BE SENT OUT UNLESS THE PRICE OF YOUR TRIP DEPENDS ON GROUP SIZE. If the price of your trip depends on group size, we will write to you 12 weeks before departure of your trip.





Your final trip invoice will show the price based on the group size at the time of invoicing. We will also send your confirmed flight details (if appropriate) and details of how you will be met on arrival in Kathmandu or other destination start point. Also included will be a statement of any additional services or activities you have requested and a final pre departure reminder check list for last minute arrangements before you travel.

Your complimentary travel gift will be mailed to you separately. For clients outside the UK, the gift will be sent on payment of delivery costs only.

