

## TERMS AND CONDITIONS

### The cost of your tour includes:

**Air transportation** roundtrip from Memphis to Paris with any regularly scheduled air carrier, based on a nonrefundable/nonchangeable fare, which requires a minimum of 10 passengers traveling roundtrip together. Tickets are issued 45 days prior to departure. **Passengers who cancel after tickets are issued will forfeit the total airfare in addition to the penalties noted under "Cancellation and Refunds."** If cancellation results from the documented hospitalization or death of the passenger, the airfare penalty will be waived.

**Land transportation** by double-decker motorcoach.

**Accommodations** based on two persons sharing a room with private facilities. Most hotels we use range from standard first-class to superior first-class. When hotels in these categories are not available, top-quality superior tourist-class properties are selected. **The supplement for single accommodations is \$285.** Single rooms in European hotels are often very small. If you register alone but prefer to share, we will do our best to assign a roommate. If a single room must be assigned for any reason, we will need to charge the single supplement. Changes in rooming arrangements requested by the participant 45 or fewer days prior to departure may result in additional charges.

**Buffet breakfast daily, lunches and dinners** as indicated in the itinerary.

**An English-speaking tour manager** to accompany the group from arrival in Paris until departure from Paris. The tour manager will be assisted by local guides as needed.

**Sightseeing and admission fees** in accordance with the itinerary. Admission fees are *not* included while in Tours, France.

**Porterage** of one suitcase—with a maximum size of 62" (height plus width plus depth) and weight of 50 pounds—per person is provided at hotels to the greatest extent possible. Porterage is not provided at airports and some hotels do not have porters. You may also carry a purse, a camera, and one small piece of hand luggage weighing no more than 15 pounds and measuring 45" (height plus width plus depth). Soft-sided hand luggage is recommended. Wheeled hand luggage is acceptable. Please note that hand luggage does not fit in the overhead bins on the motorcoach. Depending on the size of the group, there may be room for hand luggage in the storage compartments under the motorcoach or by an empty seat inside the motorcoach. If there isn't room in the storage compartments or any empty seats, hand luggage will need to be placed on the floor in front of your feet. The size and weight restrictions noted for suitcases and hand luggage conform to most airlines' requirements and they are essential for everyone's comfort on board the motorcoach.

**Tipping and taxes** are included for all services, except the tip for the tour manager and motorcoach driver. We suggest a minimum tip of €3.00 per person per day to be divided between the tour manager and motorcoach driver.

**European insurance.** Each tour participant is covered during the organized land portion of the tour for medical expenses arising out of illness or accidents occurring on tour and requiring hospitalization. The assistance of SOS International is also included where needed. SOS International supplies ill and injured travelers with a variety of services, such as early returns to the U.S. when so ordered by the attending physician. Each participant whose airline ticket is issued by Witte Travel is also covered during his/her flights. **The included insurances carry limitations and restrictions and do not cover luggage or trip cancellation.**

**Travel protection plan.** Witte Travel recommends that each traveler purchase a complete travel protection package. For your convenience, we make available a travel protection plan offered by Trip Mate. This travel protection can be purchased at any time prior to making the final payment for your tour. The policy exclusion for pre-existing conditions will be waived if your premium is received by Witte Travel & Tours within 14 days of the initial deposit for your tour, provided you are not disabled from travel at the time you pay your premium. Trips over 30 days are not eligible for coverage. The cost of the Trip Mate Protection Plan is noted on the application form. The premium for this travel protection plan is non-refundable.

### Schedule of Coverages

### Maximum Benefit Amount

Accidental Death & Dismemberment .....	\$25,000
Medical Expense/Emergency Evacuation.....	\$25,000
Accident and Sickness Medical Expense	
Emergency Evacuation and Repatriation	

Pre-Departure Trip Cancellation.....	Up to trip cost
Post-Trip Interruption.....	Up to trip cost
Trip Delay (Up to \$100 per day).....	\$500
Baggage / Personal Effects.....	\$1,000
Baggage Delay.....	\$100

Certain exclusions and limitations apply and are detailed in the Travel Insurance Certificate. For example, coverage does not apply to any sickness or condition of a Traveling Companion or an Immediate Family Member traveling with you that existed during the 60 days prior to the effective date of the coverages (this exclusion is waived if your premium is received within 14 days of the initial deposit/payment for your trip and you are not disabled from travel at the time your premium is received), suicide, normal pregnancy, war or any act of war, mental or nervous disorders. A Traveling Companion is defined as a person booked to share accommodations in the same room with you during your trip. Sickness or injury must commence while the Travel Protection Plan is in effect for you. This plan does not cover a loss that results from an illness, disease or other condition (of you, an Immediate Family Member, Traveling Companion or Business Partner), event or circumstance that occurs at a time when the plan is not in effect for you. A Travel Insurance Certificate, which fully details the coverages, provisions, limitations and exclusions of the insurance offered, will be included in the confirmation packet of those travelers who purchase this travel protection. You may also request a copy of this Certificate at any time prior to your purchase of the plan. This plan is administered by Trip Mate, Inc. This plan is underwritten by Stonebridge Casualty Insurance Company, Columbus, Ohio. 464-03.

**The tour cost does not include** passports, luggage or trip cancellation insurance, optional excursions, independent meals and any other items not mentioned as included.

**Documentation:** U.S. citizens are required to have a valid passport. If you have a passport, check its expiration date since many foreign countries require that your passport be valid for at least three to six months beyond the dates of your trip. If your passport is due to expire shortly after your return, you will need to apply for a new one before departure. All non-U.S. citizens should contact Witte Travel & Tours for their special requirements. We will check the requirements for non-U.S. citizens both at the time they register for the tour and again approximately 45 days prior to departure. Witte Travel & Tours is not responsible for any changes in requirements for non-U.S. citizens that occur after our final check.

**The tour cost** is based on a group of 62 passengers, current rates of exchange, and on current tariffs for air and land arrangements. The cost is subject to adjustment in the event of changes therein.

**Reservations and payments.** To make reservations on this tour, complete the Application Form and return it as indicated. Reservations cannot be accepted over the telephone. Payments are due as follows:

- Deposit of \$300 per person with Application
- Payment of \$800 per person by February 15, 2006
- Payment of \$800 per person by March 15, 2006
- Balance due on receipt of final invoice sent approximately 30 days prior to departure

If you are registering for the tour after one of the above payment dates, increase your deposit amount accordingly so your account will be up to date. **Please note that checks returned due to insufficient funds are subject to a \$30 service fee.**

**Credit card payments.** Visa, MasterCard, Discover or American Express credit cards can be accepted for the deposit and/or scheduled payments, provided that the request to charge is indicated on the Application Form. The deposit charge will be processed shortly after receipt of your application. Subsequent payments will be charged in keeping with the payment schedule as outlined above.

**Cancellations and refunds.** Witte Travel & Tours must receive notice of cancellation in writing. Penalties will be based on the date of receipt, as follows:

More than 120 days prior to departure	- \$	300
Between 120 and 91 days prior to departure	- \$	350
Between 90 and 61 days prior to departure	- \$	450
Between 60 and 31 days prior to departure	- \$	550
30 or fewer days prior to departure	-	No Refund

**The above penalties apply to the cost of the land arrangements and are in addition to the airfare penalty noted under "Air Transportation." The service fee noted under "Special Flight Arrangements," any**

**nonrefundable portion of special arrangements made on behalf of the canceling participant and the cost of travel protection, if purchased, will also be added to the above penalties. Cancellation insurance is available.** Please allow four to six weeks for processing of refunds. Refunds will be returned in the same form in which payments were received, i.e., payments made by check will be refunded via check to the person or organization that made the payments, and payments charged to a credit card will be refunded via a credit back to the same credit card.

**Membership.** Witte Travel & Tours reserves the right to accept or reject any person as a member of the tour and to expel from the tour any participant whose conduct is incompatible with the interest of the tour group. Each special needs participant must be accompanied by a qualified helper who assumes total responsibility for his or her well-being. Witte Travel reserves the right to exclude from the tour any special needs person whose condition impairs customary operation of the tour.

**Land-only participants.** If you wish to make your own flight arrangements, contact Witte Travel for the land-only cost at least 90 days prior to departure. Participants who make their own flight arrangements are strongly encouraged to coordinate their flight schedules with the group's flight schedule and to use the same airports. The group's airport transfers on the arrival and return days will be timed to the group's flight schedule. Land-only participants may need to arrange for their own airport transfers. Contact Witte Travel for information and costs on options for private transfers. Witte Travel & Tours cannot be responsible for any inconveniences to land-only participants resulting from changes in the group's flight schedule. Participants who change their status to land-only less than 90 days prior to departure may be subject to penalties imposed by the airlines.

**Special flight arrangements.** Note on your application if you would like to extend your stay in Europe and/or if you would like to depart from and/or return to another city. The number of passengers who can deviate from the group's flight schedule is restricted. You will be contacted to let you know if the arrangements you requested are possible and to advise you of schedule options and costs. Upon confirmation of your special flight arrangements, a non-refundable service fee of \$50 will be added to your account. **In the event of cancellation, the service fee and any nonrefundable portion of special air or land arrangements made on behalf of the canceling participant will be added to the penalties noted under "Cancellations and Refunds."** Witte Travel & Tours must receive requests for special flight arrangements at least 45 days prior to departure.

**Time away from the tour.** Advise Witte Travel & Tours in writing at least 45 days before departure if you plan to spend some time away from the tour. Wherever possible, you will be credited for missed hotel nights.

**Final tour documents**—including itinerary, hotel list, passenger list, flight schedules with departure instructions and luggage tags—are sent about 10 days prior to departure. Flight tickets are usually made available at the airport at check-in time.

**Responsibility.** As the tour operator, Witte Travel & Tours will be responsible for supplying the services and accommodations outlined in the brochure as constituting the tour, except to the extent that such services cannot be supplied, wholly or partially, owing to circumstances beyond its control. In such cases, Witte Travel & Tours will use its best efforts to supply alternative services and accommodations, and no refunds will be granted provided that the alternatives are comparable to the original services and accommodations included in the tour cost. Witte Travel & Tours, its agents, sponsors, organizers and employees shall not be responsible for any injury, loss, damage, accident, delay, irregularity or expense arising from strikes, weather, sickness, acts of war or terrorism, governmental restrictions or regulations or from any act or omission on the part of any individual or company furnishing transportation, accommodations or any other services to the tour participants; nor shall Witte Travel & Tours be responsible for any injuries, death, damages, loss or delay in any means of transportation or by reason of any event beyond its actual control. Witte Travel & Tours reserves the right to make changes in the tour dates or itinerary routing should circumstances make such necessary. In case of insufficient participation, Witte Travel & Tours may cancel the tour. In the event of cancellation of the tour by Witte Travel & Tours, its liability will be limited to a refund in full of all monies paid by the participants. If available, Witte Travel & Tours will offer an alternative trip, which the participants may accept or reject. California Passengers: Witte Travel & Tours is licensed under the California Seller of Travel Act—registration number 201-3304-40. Witte Travel & Tours is a member of the National Tour Association, the mark of excellence in the group tour industry.