

## **2017 Summer Tour Registration/Payment Schedule/Cancellation Penalty**

### **Reservation Procedure:**

To complete your trip reservation, please send the following items to "China Comfort Travel, 296 Coolidge Avenue, Fort Lee, New Jersey 07024" before the deadline:

1. Completed **2017 Summer Tour Registration Form**;
2. A copy of your first passport page. If you don't have valid passport, you must provide 1<sup>st</sup> page of your old passport or name on your birth certificate or Passport Application Form;
3. \$350/per person deposit check payable to "China Comfort Travel".

### **Payment Method and Due Date:**

We accept personal checks or money orders. No credit cards please. There are total of 3 payments:

Itinerary #	1 <sup>st</sup> Payment	2 <sup>nd</sup> Payment	3 <sup>rd</sup> Payment
Summer China Tour 7/17 to 7/30/2017	\$350 Deposit at the time of reservation	\$1,000 due on 5/16/2017	Remaining Balance Due on 6/16/2017
Summer Thailand Tour 8/17 to 8/27/2017	\$350 Deposit at the time of reservation	\$1,000 due on 6/15/2017	Remaining Balance Due on 7/15/2017

Failure to comply with deposit & payment requirement will result in automatic cancellation of your reservations.

### **China Tour Cancellation Policy:**

All cancellation notice must be received by mail or fax. Upon receipt of your written cancellation notice, the non-refundable penalty will apply as follows:

Days Prior to Tour Departure Date	Penalty Applied Per Person
65 days prior to departure	\$150 per person
40-64 days prior to departure	\$250 per person
30-39 days prior to departure	\$400 Per Person
10-29 days prior to departure	50% of tour fare per person
Less than 10 days prior to departure	100% of tour fare per person

No refund or reimbursement for any voluntary giving up of meals, tours and/or accommodations.

### **Thailand Tour Cancellation Policy:**

All cancellation notice must be received by mail or fax. Upon receipt of your written cancellation notice, the non-refundable penalty will apply as follows:

Days Prior to Tour Departure Date	Penalty Applied Per Person
91 days prior to departure	\$150 per person
61-90 days prior to departure	\$300 per person
41-60 days prior to departure	\$500 Per Person
21-40 days prior to departure	\$800 Per Person
11-20 days prior to departure	50% of tour fare per person
Less than 10 days prior to departure	100% of tour fare per person

No refund or reimbursement for any voluntary giving up of meals, tours and/or accommodations.