Flight Extension / Own Arrangements Form

Title:	First Name:	Surname:
Full Postal Address:		Postcode:
Contact Tel No.:	Email:	

Challenge Name and Start Date: Macmillan Cancer Support Kilimanjaro Cycling Challenge Kenya to Tanzania 20 – 31 October 2012

FLIGHT EXTENSION

I wish to extend my flight and travel independently. I would like to leave the group and depart on:

1st Choice of Date: …….. **2nd Choice of Date**: …….....

I am travelling on my own / with (*name*) …….. (Please indicate)

Make cheques payable to 'Discover Adventure Ltd' or simply fill in your card details below; credit card transactions incur a 2% surcharge

Card No:			
Card Type:		Issue No.	CVV No. last 3 security digits
Valid from:		Expiry Date:	
1st line of address (where card is registered)		Postcode: (where card is registered)	

I confirm I have read the below and understand that:

- *All flight changes must be requested **3 months before departure***
- *Once I have received confirmation from Discover Adventure of my new arrangements, these cannot be changed.*
- *Changing the route of the return flight is not possible.*
- *There is a non-refundable administration charge of £75.00 per person for return date changes (enclosed). Discover Adventure is not able to process my request until the administration charge has been received.*
- *My request is subject to flight availability and is at the discretion of the airline. I understand that changing a date from a main group booking often takes a considerable amount of time to process and that I may only receive confirmation a few weeks before the trip.*

Signed …… Date: ……

OWN FLIGHT ARRANGEMENTS – notify us at least 3 months before departure

☐ I am making my own flight arrangements; do not include me on the group flights

My flight details are: (include all flight numbers and times including connections)*

** Provide these no later than 10 weeks before departure if you do not yet have confirmed flights*

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I confirm I have read the below and understand that:

- *I must notify Discover Adventure that I am arranging my own flights **at least 3 months before departure***
- *A land-only tour cost must be requested from Discover Adventure by this time; any resulting discount will be deducted at time of final invoice. Failure to return this form to Discover Adventure by the above deadline will nullify any land-only quotes agreed and render the full tour cost payable without exception*
- *I must discuss my arrangements with Discover Adventure before committing to alternative flights. I must ensure my flights are suitable for the itinerary, and make and abide by arrangements with Discover Adventure for meeting the rest of the group. If my flight schedule changes, I will notify Discover Adventure straightaway*
- *Any necessary transfers (ie to/from group hotel) are at my own cost*
- *If after notifying Discover Adventure I change my mind, I understand it may not be possible to be reinstated on the group flight. If a surcharge is payable I will pay this in full at Discover Adventure's request*

Signed …… Date: ……

Discover Adventure Ltd Throope Down House Blandford Road Coombe Bissett Salisbury Wiltshire SP5 4LN
Tel 01722 718444 Fax 01722 718445 info@discoveradventure.com www.discoveradventure.com