

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 Everest Base Camp Trek 2 – 20 November 2013		

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

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

* Your payment confirmation will be emailed to this address

**Please note credit card transactions incur a 2% surcharge. There is no surcharge for debit/switch cards

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 (i.e. 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: