



**Diamond Travel Group provides travel planning services for the fees listed below:**

We offer two free quotes for leisure travel. Additional quotes require an initial payment of **\$25/each**. Once the fee is paid in full, **Diamond Travel Group** will provide additional quotes. Quotes are valid for 72 hours, after which we cannot guarantee pricing. **These fees are separate from the cost of your trip.**

**Service Fee Structure:**

- Initial Consultation Fee (leisure): **[\$0]**
- Domestic Air Ticketing Fee, per person: **[\$25]**
- International Air Ticketing Fee, per person: **[\$50]**
- Frequent Flyer/ Award Booking Fee, per person: **[\$25]**
- Change Fee (including names/resort/dates): **[\$10]**
- Trip Cancellation Fee: the **total amount of money paid**.
- Group Travel Quote Fee: **[\$30] per quote/option**

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I understand and accept this for myself, and the travelers included in my party **Diamond Travel Group's** Fee Structure. I acknowledge and accept there are **cancellation policies, change fees, and penalties that apply to my travel plans and services, depending on the supplier**. I agree to all fees such as cancellation policies, change fees, and penalties, and understand that portions of travel vouchers are non-refundable. I also understand these fees are separate from the cost of my trip.

## **TERMS AND CONDITIONS OF BOOKING**

- Availability and price quotes are applicable to the date and time at which they are requested and cannot be guaranteed until payment is made.
- **Diamond Travel Group** will make every effort to honor the price as originally quoted, however, under certain circumstances additional costs by a supplier or government may be imposed due to an increase in the cost for one or more of the travel components.
- Flight confirmation is subject to availability and prices are subject to change after the quote, including price increases in the fee for a seat assignment, fee for baggage, applicable fuel surcharges, etc.
- **Passport copies are required to confirm international air reservations.**
- Correct legal names that match the identification to be used for travel must be provided by the client to **Diamond Travel Group**. Name changes are not permitted on airline tickets. Clients are responsible for providing accurate information on the Diamond Travel Booking Form. **Diamond Travel Group** is not responsible for costs incurred by incorrect information provided for travel planning including reservations and airline tickets.
- If for any reason my credit card charges are later declined, or reversed, or **Diamond Travel Group** is unable to receive payment for the travel plans and services, I acknowledge that this is a binding contract between myself and Diamond Travel Group and Diamond Travel Group shall be entitled to recovery, including reasonable attorneys' fees in connection with the collection.
- **Diamond Travel Group** offers retail travel services to customers, which are provided by separate and independent vendors of travel services. **Diamond Travel Group** does not operate, control, or otherwise provide the services of independent travel vendors. Hence, the customer agrees that **Diamond Travel Group** acts only as an agent for the client in acquiring transportation, hotel accommodations, sightseeing, and other privileges, or services for the c benefit, and on the express condition that **Diamond Travel Group** shall not be responsible for any loss, accident, injury, delay, defect, omission or irregularity which may occur or be occasioned, whether by reason of any act, negligence or default of any company or person engaged in or responsible for carrying out any of the arrangements, or otherwise in connection therewith.
- While travel insurance is not required, it is highly recommended. Please visit <https://www.squaremouth.com/22898> for policy options.

## **CLIENT RESPONSIBILITIES**

- Travel documents, including passports, visas, and health/vaccination certificates required are your responsibility. Valid passports are absolutely required for all international destinations and the expiration date should be at least 6 months following the return date of your trip. Some countries require that your passport have two to four blank visa/stamp pages. Some airlines will not allow you to board if this requirement is not met. See this **State.gov link for passport support**. When traveling domestically or internationally, the U.S. Transportation Security Administration (TSA) and U.S. Department of Homeland Security (DHS) advise that everyone carry at least two forms of acceptable identification in order to board a flight. **(See this link.)**

*Examples:* DHS designated enhanced driver's license, USA Passport, a foreign government passport. The name, date of birth, and gender that appears on the identification card must exactly match the same such data that is listed on airline ticket(s) and booking records.

Additionally, a visa and vaccinations may be required. Please note that even when a visa is issued, a traveler may be denied entry since each country's local immigration officials make the final entry decision. Several factors including past criminal record may contribute to the decision of the local immigration official(s). Should a visa not be issued, **Diamond Travel Group** is not responsible for lost payments made toward the contemplated trip.

- Visit the USA State Department Web site [www.travel.state.gov](http://www.travel.state.gov) on a regular basis for information regarding the incidence of disease, terrorism, safety issues, crime, the need for travel documentation (such as passports, visas, and proof of health/vaccination certificates), health hazards, and other restrictions regarding travel to your domestic and/or international destination(s), and re-entry into the United States. Required or advised inoculations you decide to obtain upon the advice of your personal physician may need to be administered in a series of doses months ahead of your planned departure and such time element should be considered by you when making deposits and/or nonrefundable final payments. Visit the websites of the **USA Centers for Disease Control** and the **International Society of Travel Medicine**.