

# REGISTRATION FORM

Please call to confirm availability before sending in complete registration form.

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Aimar Arizmendi

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	Select Cabin Category Preference (Subject to availability)									
	1	2	3	4	5	6	7	8	9	10
	Passenger 1					Passenger 2				
Full Name (as on passport)	Title:	First:	Last Name:	Initial	Title:	First:	Last Name:	Initial		
Date of Birth	Nationality					Nationality:				
Address	Street:					Street:				
	City:		Prov/St:			City:		Prov/St:		
	Country:		Post Code:			Country:		Post Code:		
E-Mail										
Telephone	Home:		Cell:			Home:		Cell:		
US Shoe Size										

<b>Emergency Medical &amp; Evacuation Insurance is mandatory for this program</b>	Please provide a quote for:		
	Emergency Medical Insurance	Cancellation & Interruption Insurance	Both of them
No, I do not require insurance; I will provide you with my policy information.			

PAYMENT OPTIONS			
Method of Payment for 10% deposit per person to hold space	VISA	Card Number:	Exp:
	MASTER CARD		
	AMEX	Signature	
	Check Enclosed		
Please make checks payable to Five A Incentive Planners Inc			

Passenger(s) Signature(s)	Passenger 1	Passenger 2
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Please send <b>completed and signed all pages</b> of this registration form with payment to:  Five A Incentive Planners Inc 370 Lexington Ave, Suite 303 New York, NY 10017 Fax: +1 (212) 286-9002 Or at <a href="mailto:aimar@fiveaincentiveplanners.com">aimar@fiveaincentiveplanners.com</a>	I/We understand that pricing is based on payments made in cash in USD  I/We have agreed to the Payment Policy  I/We have read, signed & agreed to the Terms & Conditions
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#### **NOTE ON BOOKING RESERVATIONS**

Due to the unique characteristics of this inaugural expedition and the limited number of cabins aboard we strongly encourage those interested reserve their spot aboard between January and December of 2015. Said reservations should be made with the accompanying deposit (10% of full payment)

#### **TERMS AND CONDITIONS AND PASSAGE CONTRACT TICKET**

##### **EXPEDITION COSTS INCLUDE**

\* Special access permits, entry and park fees \* Team of expedition staff \* Applicable taxes \* Educational program \* Interactive workshops \* Evening entertainment \* Guided activities \* Sightseeing and community visits \* All Shipboard Meals \* All Shipboard Drinks (wine, beer, house liquors – Not Premium- water and sodas) at any of the ship's bars \* All Zodiac excursions \* Port fees

##### **EXPEDITION COST DOES NOT INCLUDE**

\* Commercial & Charter flights \* Gratuities (suggested \$15 USD per passenger, per day) \* Personal expenses \* Mandatory medical evacuation insurance \* Additional expenses in the event of delays or itinerary changes \* Possible fuel surcharges \* Pre & post hotel accommodation \* Optional excursions \* Additional costs associated with payments made by credit card.

##### **PRICING**

Rates are in US dollars, per person, per voyage based on double occupancy. Charter and commercial airfare are not included in the Berth price. Single occupancy cabins are available in categories three through seven at 1.6 times the double occupancy rate. Subject to availability.

##### **CURRENCY**

All tour prices are in U.S. dollar. We are not responsible for bank exchange rates on credit card transactions.

##### **TOUR FARES**

Published prices are based on exchange rates and tariffs in effect at the time of printing (January 2015) and are subject to change without notice.

Once the deposit has been received changes will not be made to the base price. The company reserves the right to amend all or part of any tour price for any reason including, without limitation, increased fuel costs, airfares, airport charges or increases in ground operator service fees.

##### **PAYMENT POLICY**

A deposit of 10% of the total booking per person is required upon booking to confirm participation. **5A Incentive Planners Inc strongly advises all passengers to obtain trip cancellation insurance at the time of deposit.** The balance of the payment is required in the following dates and percentages

- July 1<sup>st</sup> 2015 – 15%
- December 1<sup>st</sup> 2015 – 25%
- July 1<sup>st</sup> 2016 – 25%
- December 1<sup>st</sup> 2016 – 25%

The Company reserves the right to cancel reservations if payments are not received in time. Prices are based on payments made in cash; if you wish to pay by credit card please note that it will have a 4% surcharge. All additional bank and c.c. fees resulting from paying by check, making wire transfers or c.c. purchases are to be incurred directly by the passenger.

##### **RELEASE, TERMS AND CONDITIONS**

Please read this important information carefully. The delivery by the passenger of the deposit together with a signed copy of this document to 5A Incentive Planners Inc (5A), shall constitute the passenger's consent and agreement to all of the provisions contained herein. (Signature required on both sides)

##### **CANCELLATION & REFUND POLICY**

All requests for cancellations must be received in writing. Upon Adventure Canada receiving a written notice of cancellation at least 180 days prior to the scheduled date of departure, the passenger shall receive a full refund of its tour fees, less an administrative penalty of \$500 per person. If a written notice of cancellation is received by Adventure Canada between 121 and 179 days prior to the scheduled date of departure, the passenger shall receive a refund of 35% of its tour fees. Please note that within the 120-day limit, all fees, deposits and tariffs received by Adventure Canada are forfeited.

For these and other reasons mentioned below, passengers are strongly advised to obtain trip cancellation insurance at the time of deposit. No refunds shall be made to passengers who do not participate in any part of, or otherwise do not complete, the tour for any reason whatsoever.

Cancellation Date	Penalty	Refund
180 days prior to scheduled departure	\$ 500	balance
121 179 days prior to scheduled departure	65%	35%
120 days prior to scheduled departure	100%	0%

**DELAYS**

In the event of a delay, passengers will be responsible for all costs and expenses associated therewith, including, without limitation, any additional food, lodging or transportation costs resulting from such delay.

**We recommend you obtain full travel insurance coverage and purchase refundable air tickets.**

**INSURANCE**

Due to the nature of the tour in which the passenger will be participating, passengers should have in place prior to departure, comprehensive insurance coverage including without limitation medical, emergency evacuation, trip cancellation and interruption, accident and baggage insurance. Emergency medical and evacuation coverage is mandatory for trip participation and policy documentation will be required. Any losses sustained by the undersigned passenger as a result of its failing to obtain proper insurance coverage shall be the sole responsibility of the passenger. For full coverage, including cancellation coverage prior to departure, passengers are strongly recommended to obtain insurance at the time of deposit..

**IMAGES AND PRIVACY**

On these trips we take many photos, some of which we use for promotional purposes. If you would not like photos which include you to be used, please let us know in advance.

**FOOD BORNE ALLERGIES**

Passengers are reminded that some food items can cause allergic reactions to people who suffer from certain intolerances. If the passenger has a known allergy or intolerance to any food item, they should make it known at the moment of making their reservation and also to 5A Incentive Planners Inc. immediately once aboard the ship. Passengers are responsible for making sure they do not consume anything to which they are allergic. The company will take any and all reasonable steps to always ensure that a passenger who has informed the company of an allergy or intolerance to a specific item that the passenger does not consume said item. The company will not be responsible for making special meals to a passenger with an allergy nor will they be responsible for meals the passenger consumes.

**ITINERARY**

The itineraries/programs described are subject to change at the discretion of the ship’s master. These are expeditions to remote parts of the world 5A Incentive Planners Inc., reserves the exclusive right, in its sole discretion, to alter or omit any part of the itinerary or change any reservation, staff member, feature and/or means of conveyance without notice and for any reason whatsoever including but not limited to weather and sea conditions, availability of anchorages, force majeure, political conditions and other factors beyond our control and without allowance or refund and with any and all extra costs resulting there from paid by the passengers. 5A Incentive Planners, expressly reserves the right to cancel, without prior notice to the passengers, any tour prior to departure, in which case tour fees will be refunded without further obligation on the part of Adventure Canada, including, but not limited to the payment of interest accrued thereon. Decisions to alter then itinerary/program as aforesaid shall be made in the best interest of all passengers aboard the vessel. Adventure Canada, expressly reserves the right in its sole discretion to cancel the reservation of, or remove from the tour, any passenger at any time.

**ADDITIONAL DOCUMENTATION**

5A Incentive Planners Inc is a sub-charterer of the Sea 5A Incentive Planners’ registration serves as the Passage Contract Ticket, which is the standard passenger contract and liability waiver of the vessel mentioned herein. Passengers are encouraged to read this document upon receipt. In accepting this Passage Contract Ticket, passengers agree to be bound by its terms and conditions

**RELEASE**

The undersigned hereby agrees with these terms and conditions and further agrees that 5A Incentive Planners Inc. shall have no liability or responsibility whatsoever for damages to or loss of property, or injury which may be sustained by reason of, or while engaged on, any 5A Incentive Planners Inc. tour, whether due to 5A Incentive Planners Inc (5A), ownership, maintenance, use, operation or control of any manner of conveyance used in carrying out the tour; (ii) the use of transportation or other services of owners, operators, or public carriers for whom 5A acts only as agent; (iii) passenger’s lack of proper travel documentation (such as visas, passports, etc.); (iv) any act, omission or event occurring during the time that passengers are not aboard 5A carriers or conveyances; or (v) any act of war, insurrection, revolt or other

civil uprising or military action occurring in the countries of origin, destination or passage, or changes caused by sickness, weather, strike, quarantine or other causes beyond the control of 5A. The undersigned hereby waives any claim it may have against 5A Incentive Planners Inc for any such damage, loss or injury. The passenger understands and acknowledges the ticket in use by the carriers concerned (when issued) shall constitute the sole contract between the transportation companies and the purchaser of these tours and/or passage. 5A Incentive Planners Inc, New York, NY, USA acts only as agent for all services described herein. 5A and its sponsoring organizations do not assume any responsibility or liability whatsoever for any claims, damages, expenses or other financial loss related to the operation of this tour. All legal questions and actions against 5A Incentive Planners Inc must be brought in New York, NY, USA, and by its acceptance hereof the passenger waives any right to bring an action in any other forum.

The passenger hereby certifies that he/she does not have a mental, physical or other condition or disability that would create a hazard for him/herself or other passengers. The passenger agrees to honestly complete the personal information request from 5A via our website or by requesting paper copies, prior to departure. 5A Incentive Planners Inc. reserves the right to request further information from your physician. The undersigned passenger clearly understands that the liability of 5A is definitively limited as aforesaid.

The undersigned passenger has carefully read the terms and conditions set out herein as well as the materials regarding the tour provided by 5A and is aware that such tour involves the risk of personal injury or death and damage or loss of property. In consideration of the benefits to be derived from participation in the tour, the undersigned voluntarily accepts all risk of personal injury or death and property damage or other loss arising from participation on the tour and hereby agrees that he/she and his/her dependents, heirs, executors and assigns, do release and hold harmless 5A and its employees, officers, directors, trustees and representatives from any and all claims, including claims of negligence, illness, personal injury, death or property damage or loss, however caused, arising from or related to this tour. The undersigned has read carefully this agreement, and will abide by the conditions set by 5A and in the terms and conditions hereof or elsewhere published. The undersigned affirms that he/she has not received or relied on any oral or written representation of Adventure Canada as a basis for executing this Release.

#### **INSURANCE**

Due to the nature of the tour in which the passenger will be participating, passengers should have in place prior to departure, comprehensive insurance coverage including without limitation medical, emergency evacuation, trip cancellation and interruption, accident and baggage insurance. Medical and Emergency Evacuation insurance is mandatory and policy documentation will be required. All passengers must carry a minimum of \$75,000 USD per person emergency medical and evacuation coverage. This may not cover the full cost of a medical emergency. Additional expenses are the full responsibility of the passenger.

#### **PASSPORTS AND VISAS**

Passengers should be in possession of a valid passport for the duration of this trip and which is valid for at least 6 months after the return date. Some countries require a passport that can be read electronically and with digital photographs. All passengers without exception (including children) should have a valid passport and or other valid documents for all countries included in the itinerary included in the trip, likewise all visas of entry and transit and sanitary/health certificates required. The participants are responsible for obtaining all visas and vaccines necessary for this trip of their own accord and by their own means.

#### **ACTIVITY LEVEL**

5a Incentive Planners Inc. expeditions are intended for people in reasonably good health. Zodiac cruises and transfer times can be lengthy. There are no elevators on board ship, and you must be able to climb stairs between decks. You must also be able to climb the external gangway stairs to transfer between the ship and the Zodiacs. Our guides and ship crew are available to assist you in and out of the Zodiacs, both on shore and at the gangway. 5A Incentive Planners Inc. expeditions may involve extensive walking in variable weather over sometimes sandy or uneven terrain. Wherever possible on shore excursions, we break into smaller, guided groups according to interest and physical ability. This may mean one small group going off on a strenuous, two hour hike on steep terrain, while another explores the area in and around the landing beach, keeping to relatively level terrain and short distances. Generally speaking, once a few people are ready to return to the ship, the Zodiacs are usually available to take you back at the time of your choosing.

#### **ZODIAC CRAFT**

Zodiacs are the favoured means of transportation in the Arctic for all our expeditions and, indeed, wherever shallow waters and beaches ring the shoreline. They are stable, versatile craft which cruise at an approximate speed of four knots, and in windy weather can make for rather splashy rides. We therefore recommend wearing wet weather gear for Zodiac transfers. Life preservers are absolutely compulsory. Zodiac landings will generally entail disembarking onto rocky or gravelly beaches. The beach landings may be wet, meaning that there may be some spray en route to shore, and that you may have to step into water up to 25 cm/10 inches deep. Rubber boots are highly recommended.

#### **MEDICAL FACILITIES**

This expedition is intended for persons in good health. Passengers who are not fit for long trips for any reason, including disability, heart or other health conditions, are advised not to join the tour. Should any such condition become apparent, we reserve the right to decline embarkation. Our vessel is not equipped to handle serious medical conditions. Medical and Emergency Evacuation insurance is mandatory and may be purchased through Adventure Canada at the time of booking. All passengers must carry a minimum of \$75,000 USD per person emergency medical and evacuation coverage. This may not cover the full cost of a medical emergency. Additional expenses are the full responsibility of the passenger.

A ship's doctor will be in attendance in the ship's small medical clinic on most cruises to administer to passengers' basic health needs. If you require specific medications, please ensure that you bring a supply adequate to last you for the duration of the journey. Any applicable fee for medical services rendered or medicines supplied will be debited from your account.

**PRIVACY POLICY**

All information given in the course of making reservations will be kept in our computer system. With our permission we may, sometimes make contact with you informing you of our promotions and offers. We will not share your information with third parties.

**GRATUITIES**

Our ship's crew work hard to please and tips are heartily appreciated. In fairness to all of those who work together to make your cruise enjoyable, tips are collected at the end of the voyage and distributed equitably among the crew. Although we leave tip amounts to your discretion, in the past many passengers have asked for a recommended amount. We suggest a rate of \$15USD per day, per passenger, as a kind and generous offering. Gratuities will be automatically added to your shipboard account, you may advise the purser onboard of you would like to increase or decrease the tip amount. 5A Incentive Planners Inc. staff does not accept tips.

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**SIGNATURE REQUIRED**

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Date \_\_\_\_\_