

# Booking Forms: TOURS

- Please send a separate cheque and booking form for each tour to the tour coordinator listed with each tour.
- Separate checks and booking forms are required for each person.
- Please note that your membership number is on your newsletter envelope label.
- Be sure to include the names of travelling companions on the booking form.
- Make cheque payable to: "Friends of the Art Museum, CUHK Ltd."
- Please write your name, telephone number and tour on the back of your cheque.

## TOURS TRAVEL POLICY:

- Space is not reserved until your deposit is received.
- Airline tickets once paid are non-refundable.
- Once airline deposits have been paid, the remaining portion of the deposit becomes non-refundable as well.
- Cancellation less than 45 days before departure will result in non-refundable charges. Cancellation less than 21 days before departure must be in writing and may result in no refund.
- Please note that the first \$1000 of your deposit is non-refundable.

## Booking Form for Tours

Name of Tour: \_\_\_\_\_ Today's Date: \_\_\_\_\_

Name exactly as it appears in Passport: \_\_\_\_\_

How many people will travel with you? \_\_\_\_\_

Name of travelling companion(s): \_\_\_\_\_

Amount enclosed: HK\$ \_\_\_\_\_ Bank/Cheque Number: \_\_\_\_\_

Membership Number: \_\_\_\_\_

E-Mail: \_\_\_\_\_ Fax: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Mobile: \_\_\_\_\_

Notes/ Comments \_\_\_\_\_

***I require a single room at extra rate. YES/NO***

***I have read and agree to the above Travel Policy Terms.***

Signed: \_\_\_\_\_