

## FOREIGN EXCHANGE DETAILS FORM/ RECEIPT

# D. Paul's

### I) PASSPORT DETAILS

Passenger Name			
Date of Birth		Place of Birth	
Permanent Address			
Passport No.		Date of Issue	
Place of Issue		Date of Expiry	
Nationality			

### II) TOUR DETAILS

Tour Company			
Tour Name			
Tour Number		Date of Travel	

### III) DECLARATION ( ✓ ) WHICHEVER APPLICABLE

- ☐ I/ we have collected US\$ : \_\_\_\_\_ . We understand this foreign exchange is part of the tour package and shall be handed over to the overseas travel component supplier or hotelier as per instruction given on service voucher failure to do so may result in cancellation of arrangements/ services by the tour operator/ travel component supplier or any other action which the overseas travel component supplier may deem fit as per circumstances of the case.
- ☐ I/ we have paid US\$ : \_\_\_\_\_ to M/s D.Paul's Travel & Tours Ltd. (hereinafter referred to as "company") out of foreign exchange drawn by Mr./ Mrs. \_\_\_\_\_ as specified under the Basic Travel Quota (BTQ) scheme/ Business Quota (LERMS).
- ☐ I/ we authorize you to remit \_\_\_\_\_ through your bank out of my/ our tour Quota (i.e. LERMS/ BTQ) to overseas agent for tour hotel accommodation and tour management. I/ we are Enclosing here with the list of passengers alongwith the other documents required for the same.
- ☐ **Declaration for Basic Travel Quota (BTQ.)**  
I declare that the information given above by me are true and correct to my knowledge. I declare that the exchange applied for together with the exchange already availed does not exceed US\$ 10,000/- in this financial year. I further confirm, that I am a Resident Indian Citizen and intend to return to India. I further undertake that the transaction is not designed to contravene or evade the provisions of the Foreign Exchange Management Act, 1999 (42 of 1999) or any of the Rules/ Notification/ Directions issued under the Act.
- ☐ **Declaration for Business Travel (BT) Liberalized Exchange Rate Management System (LERMS)**  
It is certified that the expenses for the above trip are being met by the company/ firm. We undertake that the foreign exchange withdrawn will be used for the purpose stated above. We further undertake that the transaction is not design to contravene or evade the provisions of the Foreign Exchange Management Act, 1999 or any of the Rules/ Notification/ Directions issued under the Act.

- 1) Total amount of cash : \_\_\_\_\_  
a) Denomination : \_\_\_\_\_  
2) Total amount of travellers cheque : \_\_\_\_\_  
a) Beginning number : \_\_\_\_\_  
b) Ending number : \_\_\_\_\_

Yours Sincerely,

Mr./ Mrs./ Ms. \_\_\_\_\_ Signature \_\_\_\_\_  
Mr./ Mrs./ Ms. \_\_\_\_\_ Signature \_\_\_\_\_

### IV) RECEIPT

Received with Thanks the sum of US\$ : \_\_\_\_\_ as stated above.

For D.Paul's Travel & Tours Ltd.

Authorized Signatory

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_



## PACKAGE TOUR - SERVICE CONTRACT

This contract is executed at New Delhi on this the \_\_\_\_\_ day of \_\_\_\_\_ 201\_\_\_\_\_  
**Between**

\_\_\_\_\_ S/o \_\_\_\_\_  
R/o \_\_\_\_\_ hereinafter referred to as  
"Tourist" or "Passenger")

### AND

M/s D.Paul's Travel & Tours Ltd. (hereinafter referred to as "Company") having office at B-50, Shivalik, New Delhi - 110017.

1. The Tourist accepts responsibility resulting from the contract for all passengers/ tourists (hereinafter collectively referred to as "Group") submitted by the Tourist. The Tourist accepts to act as the leader of the Group.
2. The Tourist understands that the tour package price charged from the Tourist is towards and inclusive of the price of the package plus additional special services availed by Tourist/Group as shown in booking form including late booking services, last minute booking services, etc. and that the price charged from Tourist/ Group may vary from the tour package price advertised by the Company anywhere and at any point of time. The Tourist undertakes that no claim shall be made for refund/compensation against the Company on the ground that the price charged from Tourist/ Group was higher than the package price advertised by the Company.
3. The Tourist understand that tour package price may vary from one group of tourists to another or from one tourist of a group to another of the same group due to reasons such as variations in rates effected by airlines/ cruises/ tour operators/ hotels, in view of peak-season price hikes, weekend surcharges, occupancy situations of seats in airlines or rooms in hotels, sales promotion moves of the Company, airlines/ hotels and yield management policies, etc at that point of time. In view of the above inevitable factors in the travel and tour industry, the Tourist undertakes that no claim shall be made for refund or compensation against the Company on the ground that the tour price charged from the Tourist was higher than the price charged from any other tourist of the same group or from any other group of tourists.
4. The Tourist understands that the hotel room/suite booked for Tourist/ Group can be changed by the Company, any other concerned tour operator or the hotel concerned due to unavoidable reasons. In case the hotel room/ suite is so changed and room/suite in a higher grade hotel is allotted to Tourist/ Group, the Tourist will be liable to pay to the Company the amount being difference in daily tariff rates between the two hotels multiplied by the number of days actually spent in the higher grade hotel by Tourist/ Group. On the other hand if the room/ suite is changed and room in a lower grade hotel is allotted, the liability of the Company towards the Tourist/ Group in that respect shall be limited to paying the amount being difference between daily tariff rates of the rooms in the two hotels in question, multiplied by the number of days actually spent in the lower grade hotel. The Tourist understands that for the above purpose, a higher grade hotel means (i) a hotel of the higher star status or (ii) a hotel of the same star status but the daily relevant tariff rate being higher than US \$ 10 compared to the first hotel, and a hotel of the lower grade means (i) a hotel of a lower star status or (ii) a hotel of the same star status but relevant daily tariff rate being lower than the US \$ 10 compared to the first hotel.
5. The Tourist understands that in case the Company changes hotel room of Tourist/ Group to a room in a hotel of the same grade, due to any reason, the liability of the Company shall be limited to providing transport to the second hotel room or to reimbursing amount equal to transport charges by road by tourist car to the second hotel concerned. The Tourist shall not be eligible for any other cost or compensation in that regard. The Tourist understands that for the above purpose, a hotel of the same grade means a hotel of the same star status as the first hotel and the relevant daily tariff rate of which is not more than US \$ 10 on the plus or minus side compared to the first hotel.
6. The Tourist solemnly affirms and declares that if the Tourist, in violation of this contract, the conditions of which the tourist fully understands and abides by, ever raises any claim for refund or compensation against the Company, the Tourist shall be violating this contract, and in such event the Company shall have the right to claim and obtain from the Tourist double the amount claimed by the Tourist plus costs and expenses arising as a result of that claim.
7. The Tourist fully indemnifies the Company against any claim as mentioned herein, if ever raised by any passenger of the Group for which the Tourist is the leader. The Tourist shall also be liable to pay the Company all expenses and costs arising as a result of that claim including counsel's fees.
8. The Tourist understands that tickets/ tour package are sold by the Company subject to terms of this contract as also the terms and conditions in the BOOKING FORM, and subject to the Fog Alert Notice.
9. The Tourist hereby gives the Company the authority to change or reschedule hotel reservation or reservation of ticket or part or whole of ground services on verbal instruction from the Tourist and without obtaining written consent from the Tourist in that regard.
10. If the Company acts on verbal instructions of the Tourist in the above case the Company will not be liable for any compensation/damages/cost to the Tourist/Group. Such changes on verbal instructions will be at risk & responsibility of the Tourist.

READ, Understood and ACCEPTED the Terms and Conditions this contract and also RECEIVED a copy of the same with Ticket Voucher.

Signature: \_\_\_\_\_  
(Tourist/ Leader of the Group)



## BOOKING FORM

(To be filled and signed at the time of booking by tourist/ tour group leader)

To,  
The Manager  
**D. PAUL'S TRAVEL & TOURS LTD.**  
B-50, Shivalik, New Delhi-110017

I/we would appreciate if you will kindly confirm my seats/booking, on a definite basis, as per the details enclosed in this form & other details given in the enclosed annexure. I/ we am/ are forwarding an amount of ₹/ US\$ \_\_\_\_\_ per person, as Non refundable Deposit/ NO-SHOW Deposit / Tour Cost I/ we am/ are also forwarding additional amount of ₹/ US\$ \_\_\_\_\_ as part payment against the total charges. The details required have been completed below. I/ we fully understand nonrefundable deposit will be adjusted towards the tour cost, payment for which in Indian Rupees is permissible. Alternatively, it will be refunded once the tour is completed. In case the tour is not undertaken due to whatsoever reasons including denial of Visa/ Sickness, etc. this deposit amount will be forfeited at the rate of cancellation charges as indicated in the terms and conditions. All cheques / drafts / travelers cheques will be made payable to D.Paul's Travel & Tours Ltd. I/ we accept the terms and conditions of the Company which are printed on the back of this page/ from.

Name of Tour: \_\_\_\_\_ Departure Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

No. of Room SGL   DBL   TRPL   Child with Bed   Child without Bed

Mr./ Mrs./ Ms./ Mst.	Full Name (as per your passport) Note: Person signing the form must be mentioned first	Diet Veg./ Non-Veg.	Passport No.	Date of Expiry	Any Additional Information

Billing Name		Airlines	
Total no. of Adults (ADT)	<input type="text"/>	X (INR) = _____	= _____
Total no. of Children with Bed (CWB)	<input type="text"/>	X (INR) = _____	= _____
Total no. of Children without Bed (CNB)	<input type="text"/>	X (INR) = _____	= _____
Additional Services : _____		X (INR) = _____	= _____
		TOTAL =	<input type="text"/>

### HOTEL BOOKING

Name	In	Out	No. of Rooms	CWB	CNB
(Option 1)					
(Option 2)					
(Option 1)					
(Option 2)					
(Option 1)					
(Option 2)					
(Option 1)					
(Option 2)					

### Declaration

1. Non-Refundable booking deposit as mentioned above at the time of booking of tour.
2. Balance payment immediately before the start of visa process and/or at the time of issuance of tickets. I/We undertake to abide by all the terms and conditions mentioned above and also overleaf which have been fully and properly understood by me. I/We understand that this is a package where no guide or escort would accompany the tourist/s from India or from abroad back home. On behalf of the above person(s). I have read, understood and accept the terms and conditions indicated in this form.

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Signature: \_\_\_\_\_

Address.: \_\_\_\_\_

Tel: (O) \_\_\_\_\_ (R): \_\_\_\_\_ Mobile: \_\_\_\_\_ Fax: \_\_\_\_\_



## TERMS AND CONDITIONS

### STAR CLASSIFICATION OF HOTELS

Star classification of Hotels as 5 star, 4 star and so on is provided to the Company by the supplier of the hotel travel component and the Company endeavor to validate and authenticate this information in utter good faith. The Company cannot be held liable for wrong and inaccurate information provided to the company. Descriptions, photographs, sketches and list of amenities/facilities are also provided and this information is obtained from the supplier of the hotel travel component.

**BAGGAGE ALLOWANCE:** Generally one suitcase not exceeding 20 Kgs. and one piece of cabin baggage not exceeding 5 Kgs is permitted. But, it is always advisable to check with the specific Airlines/ Overseas Tour Operator/ Transporter. Allowance may vary from transporter to transporter. As is the common practice, one piece of luggage is to be with linear dimensions (Length + Height + Width) not exceeding 45 inches. The Transporter may charge extra amount for the excess baggage. Against loss or late delivery of baggage payment for the same is subject to conditions laid down by the airline/ overseas tour operator/ hotel. The Company will not be liable to the passenger for any case of late delivery or loss of baggage weather caused by any airlines, tour operator or hotel or by anyone else.

**MEALS:** Number of meals including breakfast are always corresponding to the number of nights booked by the Tourist in the hotel. Hotels do not provide breakfast on the day of arrival. The Company reserves the right to change the meal arrangement if circumstances make it necessary to do so. The meals are preset and choice of menu is not available.

**TRANSFERS:** Wherever transfer is provided on basis of Seat in Coach (SIC) same is on sharing basis.

**CURRENCY:** The Company suggests the Tourist/ Group to carry holiday spending money partly in currency, partly in traveler cheques. It is advisable to arrange the same at least a week before departure. Traveler cheques are safest way to carry money as they are easily cashed for a small service charge and can be replaced, if they are stolen or lost. The Company will not be responsible for any loss of exchange/ Currency.

### GENERAL TERMS

1. All services provided and assured by the Company are subject to full realization of payment prior to departure. If payment to the Company is made by cheque, the Package will be delivered only after realization of cheque.

2. The Company has right at any time and for any reason:

(a) To cancel a tour/package prior to the date of departure and if it does so, its liability shall be limited to refunding all the money paid by the Tourist, towards the tour package.  
(b) To amend, alter, vary or withdraw any tour, holiday, excursion or facility, it has advertised or published, or to substitute a hotel of similar class if it is deemed advisable or necessary. In either case the Company shall not be liable for any damages, additional expenses or consequential loss suffered by the Tourist/ Group.

3. No person, other than the Company, in writing has authority to vary, add, amplify or waive off any description, representation, terms and conditions set forth herein or in brochure of the Company, or other terms & conditions regarding tour booked by the Tourist with the Company.

4. In the event of the Company exercising its right to amend or alter any tour advertised in their brochure or any other media after such tour or holidays has been booked the Tourist shall have right:

(a) To continue with the tour or holiday as amended or altered.  
(b) To accept any alternative tour or holiday which the Company may offer. In neither of the above cases shall the Company be liable to the Tourist/ Group for any damages, additional expenses and consequential loss suffered by the Tourist/ Group.

5. The Company shall in no circumstances whatsoever be liable to the Tourist/ Group:

(a) Any death, personal injury, sickness, accident, loss, delays, increased expenses or consequential damages by any misadventure or otherwise caused.  
(b) Any act, omission or default of any hotelier, carrier, travel component supplier or other person or by any servant or agent employed by the travel component supplier who may be engaged or concerned in the provision of accommodation, refreshment, carriage facility or service for the Tourist/ Group, howsoever caused. In this clause the expression "however caused" includes negligence on the part of any person.

6. No liability on the part of the Company arising in any way out of this contract in respect of any tour, holiday or excursion facility shall exceed the total amount paid or agreed to be paid for the tour, holiday, package or excursion, and shall in no case include any consequential damages or additional expenses whatsoever.

7. The prices quoted by the Company in its brochures/ quotation are in US Dollars or equivalent in foreign currency (local currency of the foreign country/ countries being visited). The Company reserves the right to amend these prices in case of currency fluctuation and changes in various rates of exchange and or fuel cost before departure, and to surcharge accordingly. All such increases in price must be paid for in full. or bad weather and the tickets are issued subject to the above condition also.

8. It is the responsibility of the Tourist/ Group to check and hold valid travel documents like passport and visa till the end of the tour. In case any travel document like visa is refused, expires or is cancelled by the authorities, the tour participant will have to meet all the contingencies arising therefrom and to meet all expenses consequential thereto. The Company will have no responsibility whatsoever in respect of the above matters.

9. The Cost of Ticket does not include any Insurance Premium. The Tourist/ Group will have to pay any such premium at their own cost.

10. All tour programmes and packages are subject to laws, rules and regulations of the National as well as the State and local Government of India, the country of destination and the country/ Countries through which the Aircraft/ Ship passes while the Tourist/ Group are on tour and back. The Company will have no responsibility in respect of any condition brought about by any such laws, etc., or due to act of God.

11. Any complaint by the Tourist (including complaint on behalf of passengers of the Group submitted by the Tourist) in connection with or arising out of the tour must be notified to the Company in writing within twenty one (21) days from the end of the tour. No claim or complaint made thereafter shall be entertained in any circumstances. No individual complaint of passenger of the Group shall be entertained directly and therefore same must be made only by The Tourist who is a leader of the Group.

12. All claims, disputes and litigation relating to the tours arranged or co-coordinated by the Company shall be construed according to current Indian laws only and shall be subject to jurisdiction of courts in Delhi only.

13. Check in/ Check out. Most hotels worldwide observe 1400-1600 Hrs. as Check-in time & 1000-1200 Hrs. as Check out time. If the Tourist/ Group arrival is before or departure is after the normal check-in or check-out time, the Company is not responsible for additional charges levied by the hotel or travel component supplier and such charges are to be settled by the Tourist/ Group directly with the hotel or travel components supplier.

14. The Company will not be liable to any passenger for refund, compensation or claim for shortage of tour days or for cancellation, postponement or re-routing of any particular scheduled transport service due to any reasons including fog. The rules in respect of cancellation charges or refund will be applicable. The tickets are issued, subject to conditions herein.

### MODE/ FORM OF PAYMENT

The payment of entire package has to be settled before the scheduled delivery date in Cash/ Draft/ P.O./ Cheque. The foreign Currency availed of by of BTQ/ LERMS by the Tourist/ Group for the purpose of the tour, is part of the tour package. Hence, part of such foreign currency as shown on the hotel voucher should be handed over to the Overseas tour operator/ travel component supplier immediately on reaching the destination. Failure to do so may result in cancellation of arrangements/ services by the tour operator/ travel component supplier or any other action which the overseas tour operator / travel component supplier may deem fit as per the circumstances of the case.

### LIABILITY

The Company is acting as booking agent for the overseas tour operator/ travel component supplier and is travel agent only. The information given in the brochure is as accurate as the Company can make it. The Company's brochure descriptions are of amenities normally available. However, circumstances can change due to events beyond the control of the Company. Major road work, etc., may necessitate route changes. Where the Company knows of these sufficiently in advance, the Company will notify the tourist/ Group. Route changes could also be necessitated due to natural calamities. The Company does not control or operate any Airline, neither do the Company owns or controls any shipping company, coach or coach company, Hotel, transport and other facility or service ingredients, travel component in tour package availed by the Tourist/ Group. Since the Company only selects and co-ordinates travel component, the Company shall not be liable for any injury, death, loss, deficiency in service or damage, if any, caused by any act or omission of the management or employees or any independent contractor of any airlines, shipping company etc.

### CANCELLATION

Cancellation charges per person will be applicable as follows:

- ❖ If cancellation is made any time not less than 11 days prior to departure, 20% or ₹ 12,500/- (Whichever is higher) shall be deducted.
- ❖ If cancellation is made 10 to 05 days prior to departure, 50% of tour cost shall be deducted.
- ❖ If cancellation is made 05 to 01 days prior to departure, 75% of tour cost shall be deducted.
- ❖ In case passenger is no show at the time of departure, 100% of tour cost shall be deducted.
- ❖ Cancellation charges for Star Cruises booking shall apply as per Star Cruises cancellation rules.
- ❖ Cancellation charges for Air Asia booking shall apply as per Air Asia cancellation rules.
- ❖ Visa charges are non refundable.

**FOG ALERT NOTICE:** The Company will not be liable to any passenger for refund, compensation or claim for shortening of tour in relation to tour shown in itinerary or any cancellation, route change or postponement or delay of any tour of any airlines due to any reason whatsoever including fog or bad weather and the tickets/ package are issued subject to the conditions herein.