



**off to BHUTAN travel**  
we take you to the birds

P.O Box No: 772  
915 Je Bamo Lam SE | Tshatshobaykha  
Thimphu 11001 | BHUTAN

**TOUR REGISTRATION FORM**

**PLEASE PRINT AND COMPLETE THE FORM BELOW AND SEND US A COPY BY EMAIL**

SN.	NAME (Full name as it is reflected on your passport)	DATE OF BIRTH	PASSPORT NO.	EXPIRE DATE

City: \_\_\_\_\_ State: \_\_\_\_\_ Country: \_\_\_\_\_

Nationalities: \_\_\_\_\_ Your Occupation: \_\_\_\_\_

Tour Starting and Ending Date| Year: \_\_\_\_\_ | \_\_\_\_\_

Extension (Would you like to add any other site that is not included in the tour package?)  
\_\_\_\_\_

Email address: \_\_\_\_\_ | Mailing Address \_\_\_\_\_  
\_\_\_\_\_

My phone number (Please include country code):

Phone (Work): \_\_\_\_\_ (Home): \_\_\_\_\_ (Cell): \_\_\_\_\_

Are you travelling with anyone else in this group tour?

Yes: ( )

No: ( )



+975 17 11 96 64



[www.bhutanbirding.com](http://www.bhutanbirding.com)



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If no, would you prefer sharing a room with one of the guest?  
Yes, I don't mind: ( )

No, I prefer a single room: ( ) A Single Occupancy Supplement fee will be charged

Do you have any dietary restriction?

Yes: ( )

No: ( )

If yes, please mention clearly of your dietary restrictions:

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Do you have any allergies related to food on any other factor that we should be aware of?

Yes: ( )

No: ( )

If yes, please provide complete information on your allergies: \_\_\_\_\_

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On any tour led by Off to Bhutan Travel, you will be accompanied by a team of our most dedicated and experienced staff to ensure you have the best time in Bhutan and also your safety. We do, however, request you to share your emergency contact person with us in case of any unforeseen circumstances.

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Phone (Home): \_\_\_\_\_ Cell: \_\_\_\_\_ Work: \_\_\_\_\_

## TERMS AND CONDITIONS

### A. Steps to book your tour:

1. We request you to complete the tour Registration and sign the form by agreeing to the terms and conditions of this form. Along with the submission of the form you will have to deposit 20% of the total tour cost via bank transfer, which will then allow us to confirm your place in the tour package.



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2. The remaining 80% of the cost will then have to be paid at least a month before your arrival in Bhutan.

#### **B. Our Liability:**

1. At Off to Bhutan, we value your interest to visit our country and understand that this is the trip that you have been waiting for sometime.  
Therefore, we want to offer the best deals for your money in terms of food, accommodation, transport and other services that's available during your stay in Bhutan. We do not own or have control over any third-party service providers such as hotels, restaurants, airline services or others. We request you to understand that we do not hold any responsibility for the performance of any of these third-party services providers in Bhutan or for any dissatisfaction, delay, accidents, injuries, loss of life, property, loss of documents & baggage, flight delays, reservations, insurance, cancellations, suspensions or any other eventuality / irregularity and also for any consequences arising out of natural calamities. We will, however, act as agents in your best interest to get you the best services.
2. Should there be any shortcomings from our end during the trip, we want you to give us constructive feedback so we can continue improving our services. For this, we request you to send us feedback via email to the office of the company at Thimphu (Bhutan) in no less than within 15 (fifteen) days from the end of the tour. No claim would be entertained under any circumstances thereafter.

#### **C. Cancellation policy:** Tour booked and subsequently cancelled shall be subject to cancellation charges as follows:

- Within 30 days of start of tour: no charge
- Within 21 days: 10% of rate
- Within 14 days: 15% of rate
- Within 7 days: 30% of rate
- Less than 7 days or without notice: 50% of rate
- After arrival in Bhutan: 100%

#### **D. Refund:**

1. We will not be able to refund any unutilized or partly utilized services of any nature included in the complete tour package.
2. Any refund to be made falling under our cancellation policy will take minimum 30 (Thirty days) to process the refund.
3. No partial refund shall be made for unused rooms, meals and other services.

#### **F. Insurance:**

In case of any unforeseen incidents in relations to loss of baggage or health-related reasons, we always encourage our guests to take Comprehensive Travel Insurance at their cost covering all risks.



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**G. Others:**

1. All tour and services are subject to the rules and regulations of the company, Royal Government of Bhutan, or such other rules & regulations as may be applicable.
2. In rare cases, if the accommodation is not available in the identified / reserved hotel due to reasons beyond our control, we shall make our best efforts to shift our guests in another hotel maintaining more or less the same standard. We will do this in close consultation with the guests and kindly request the guests to understand the situation and refrain from lodging complaint/s or claim.
3. Our itineraries are planned at least one to two or more years in advance. Occasionally tour dates and/or tour leaders must be changed. In such a situation, we will notify our guests of any necessary date or tour leader changes well in advance.

I have studied the detailed itinerary, have read and understood the booking procedure and Terms & Condition & agreed to the price/value communicated separately. I hereby accept the same and sign in acceptance thereof on my behalf and also on behalf of other person

1. Clients Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

2. Clients Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

3. Clients Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

4. Clients Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

