



Curriculum Travel of America, Inc.

Professionally Designed Educational Tours

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

## REGISTRATION CONSENT FORM TERMS & CONDITIONS OF ACCEPTANCE

**1) AUTHORIZATION:** Individual completing the registration process ("Registrant") hereby certifies and represents that he/she is at least 18 years old and: a) Is authorized by the official trip sponsoring organization ("Organization"; e.g., school, community group, etc...) to register for this trip, OR; b) Is the custodial parent or legal guardian of a minor child (hereby jointly included in the term "Registrant") that is authorized by the Organization to participate in the trip. In the case of medical emergency during the trip, Registrant authorizes CTA and its agents to follow the policy of the nearest hospital or licensed medical facility.

**2) STATEMENT OF RESPONSIBILITY:** Curriculum Travel of America, Inc. ("CTA") acts as an agent for educational and travel related suppliers in all matters relevant to transportation, meals, lodging accommodations, entertainment, attractions, sightseeing, and other tour related features. As an agent CTA has no control over the personnel, actions, facilities, or equipment of such suppliers and accepts neither responsibility nor liability for any loss, damage, personal injury, accident, inconvenience, delay, or irregularity, regardless of the cause, related to, or during a trip. CTA retains the rights to substitute any tour component with another of comparable value, and to cancel any trip at any time and provide all participants with a full refund. Registration for a CTA trip constitutes acknowledgment and acceptance of this policy by Registrant.

**3) REFUND POLICY:** Without the purchase of the optional Individual Cancellation Waiver ("ICW") at initial registration, all payments are NON-REFUNDABLE. The Organization makes sole determination if ICW is a) Optional, b) Mandatory or c) Not Offered to the registering individuals. Prior to registering, prospective trip registrants are urged to verify the ICW availability as noted on the trip documents distributed by the Organization, or at the Trip Registration area of this website (Trip Code required for website registration).

**4) RIGHT TO CANCEL: REGISTRANT HEREBY AGREES THAT:** a) Organization may cancel Registrant at any time for academic, behavioral or other reason as deemed valid by organization, AND, organization is not liable for any monetary loss to Registrant due to such cancellation, regardless of ICW participation; b) CTA may cancel Registrant for unpaid balance within 45-days of trip departure (or 75-days when airfare is included in trip by CTA) when account becomes delinquent, and CTA has made at least three attempts to contact Registrant during business hours to arrange payment prior to canceling registrant. If canceled by CTA, Registrant may be reinstated upon request but at the sole discretion of CTA, and only when full payment has been received or is guaranteed by Organization.

**5) IF CTA CANCELS** the entire group trip, a 100% refund is issued to all paid participants including ICW cost.

**6) DAMAGE:** Registrant hereby agrees to accept total and complete responsibility for the actions of jointly registered minor with regard to any damages incurred at any point during the trip, either to property, self, or to another individual. Registrant further agrees to make full restitution for any and all such damages either during the trip, or within seven (7) days of the return of this trip, at the discretion of CTA. In case of hotel damage, Registrant agrees to submit credit card settlement at time of group check out. Payment of any damages by Registrant does not release Registrant from further responsibility of additional damage discovered at a later time and attributed to Registrant (including minor child).

**7) ROOM OCCUPANCY:** Registrant also agrees to roommate selection and room occupancy configuration as determined by the Organization, its employee, representative or agent duly authorized to make such rooming determinations and changes. Unless otherwise noted, students are assumed to be rooming at four-per-room ("quad") occupancy and registering adults are assumed to be rooming at two-per-room ("double") occupancy; therefore each is initially invoiced at the cost associated with such level until such time that the Organization's room list is received by CTA. Registrant or Organization agrees to make additional appropriate payment if Organization's rooming configuration has fewer occupants than originally assumed at time of registration. CTA agrees to make appropriate refund if authorized rooming configuration has more occupants than originally invoiced at time of final payment, with the extraordinary and rare exception of any student room of five using a portable (rollaway) bed. Changes to rooming configuration during the trip and agreed to by Registrant do not constitute any additional charges or consequential refunds if occupancy level is different than level paid.