

TRAVEL REGISTRATION FORM

GROUP NAME: THE "SUTTON" 2017 RE TIE THE KNOT

Beaches Turks & Caicos Resort & Spa

May 24 – May 31, 2017

Payments can be made by Credit card, Check or money order

Payable to: VEP ASSOCIATES PROFESSIONAL SERVICES

MAIL PAYMENTS TO: P.O. Box 103, Jenkintown, Pa. 19046

OFFICE: (215.224.1404)

FAX: (215.224.1501)

ONLINE PAYMENTS: www.veptravel.com

EMAIL: vprimus@veptravel.com

GUEST INFORMATION:

Name must be the same as on Government ID

Please PRINT your information

List name(s) of those sharing accommodations

Name: _____ Date of Birth _____

Name: _____ Date of Birth _____

Name: _____ Date of Birth _____

Name: _____ Date of Birth _____

Address: _____

City: _____ State _____ Zip Code _____

Telephone: (Day) _____ (Evening) _____ (Cell) _____

Email: _____

TRAVEL INFORMATION: ALL PRICES ARE PER PERSON

SELECT SERVICES PROVIDED: Please check date of travel

May 25 – 29, 2017 ____ May 25 – 29, 2017 ____ Other _____

Number guests per room: _____ Adults _____ Children _____
Up to (4) people _____ Ages _____, _____, _____

Deposit required to confirm room: \$400.00 per room
(Not including children)

Please list your departing airport: _____

TOTAL PRICE OF ROOM PACKAGE: \$ _____

***Final Payment Date: Friday April 9, 2017**

Airfare: Estimated Round Trip \$500/\$650. per person Estimated Deposit \$150.00 per person Final Payment Date: 30 days prior to departure . Airfare is not available at this time. Price will be available in August 2016.

* A per person Agency Administration Booking Fee (\$50.00) and or Ticketing Fee (\$25.00) will be charged and added to the balance.

Emergency Contact: Name _____ Telephone: _____ Relationship _____

VACATION INSURANCE (Will be added to your package, fees apply) *

Vacation insurance is based on the price charged for your travel package and will be billed separately. The purchase of your airline tickets can also be included in your vacation insurance. Pre departure trip cancellation, Post departure trip interruption, travel delays, medical expenses emergency assistance, baggage protection, 24 hour worldwide assistance service. For details to purchase, go to: www.veptravel.com

TERMS AND CONDITIONS

VEP Associates Professional Services t/a VEP travel, reserves the right to refuse services to anyone. Our prices are normally guaranteed as long as the supplier makes them available to us. All quotes are subject to cancellation within 24 hours, if no deposit is made to hold the reservation in the supplier's system. This travel agency is acting only as an agent for suppliers in selling travel related services, or in accepting reservations or bookings for services that are directly supplied by this agency (such as air and ground transportation, hotel accommodations, bills, cruises, etc) This travel agency, therefore, shall not be responsible for breach of contract or any intentional or careless actions or omissions, on part of such suppliers, which results in any loss, damage, delay, or injury to you or your travel companions or group members.

CANCELLATIONS

(Rooms, Room Nights or Guests) will be charged a \$100.00 processing fee per person from the date of deposit. Refunds (less processing fee) will be granted for cancellations made no more than ten (10) business days from the date of deposit and according to vendor's refund policy. Agency Fees are non-refundable. Traveler must provide a written notice of cancellation in order to process refund.

SIGNATURE: _____

DATE: _____

TERMS AND CONDITIONS

The following contains trip information you will need. It also outlines the policies and procedures of VEP Associates Travel /VEP Associates Professional Services. Please read carefully.

- 1. Traveler(s) are responsible for checking their documents and itineraries upon receipt.** Call VEP Associates Travel, if you see any discrepancies or have any questions.
- 2. Traveler(s) are responsible for reconfirming airline reservations before travel:** 24 hours for domestic and 72 hours for international. Reconfirmation is mandatory for international flights. **Failure to use all ticketed segments may result in automatic canceling of all continuing and return flights. Duplicate bookings may result in automatic canceling of all flights.**
- 3. It is recommended that all travelers** check in at the airport (2) hours in advance for domestic flights and (3) hours for international flights.
- 4. Security and flight issues** can be accessed at www.faa.gov and through the various individual airline web sites (see below).
- 5. Documents: Domestic** — valid government issued photo ID. **International** — VEP Associates Travel **recommends that each traveler obtain a passport or visa (if applicable). It is the traveler(s) responsibility to obtain necessary documents and releases VEP Associates Travel from liability for incomplete, invalid or lack of proper documents.**
6. For international country entry requirements, traveler warnings, and advisories, it is recommended that traveler(s) call the Travel Advisory Section of the **US State Department (202-647-5225) or access the State Department's on-line travel advisory service at www.state.gov/travelinformation/travelwarnings**
- 7. Customs Information:** Please visit the Customs Dept. website at www.customs.gov. **Prescriptive Medicines:** It is recommended that all prescription medicines be kept in original bottles and only enough taken to be consumed while traveling. Check with your physician to see if any are narcotic-based. If so, request your physician to provide you with a notarized letter on letterhead listing medications and reason for taking. A printout from your pharmacy for all prescriptions, stating their use is recommended.
8. For **medical information** about vaccines, diseases, etc. for the countries you are visiting, call your county health department and/or physician. To obtain **Center for Disease Control information: Phone (404-332-4559) or access their website at www.cdc.gov/travel.**

DISCLAIMER OF LIABILITY:

VEP ASSOCIATES TRAVEL, IN GOOD FAITH, IS ACTING AS AN INTERMEDIARY ONLY BETWEEN INTERNET OR OFF-LINE SUPPLIERS/PROVIDERS AND TRAVELER(S) FOR PURCHASES OF TRAVEL-RELATED SERVICES AND PRODUCTS THAT ARE NOT DIRECTLY SUPPLIED BY VEP ASSOCIATES TRAVEL SUCH AS (BUT NOT LIMITED TO) AIR AND GROUND TRANSPORTATION, HOTEL/RESORT ACCOMMODATIONS WITH OR WITHOUT MEALS OR OTHER INCLUSIONS, TOURS, CRUISES, VACATION PACKAGES, TRAVEL INSURANCE, TRAVEL-RELATED PRODUCTS, ETC.

VEP ASSOCIATES TRAVEL RESEARCHES A VARIETY OF SUPPLIERS AND THEIR PRODUCTS FOR EACH TRIP REQUEST AND WEBSITE INCLUSION, SELECTING FOR RECOMMENDATION THOSE OFF-LINE AND INTERNET SUPPLIERS WHO OFFER THE BEST PRICE AND/OR VALUE. WE ATTEMPT TO RECOMMEND WELL-KNOWN AND REPUTABLE SUPPLIERS, BUT WE HAVE NO CONTROL OVER ANY SUPPLIER AND DO NOT PARTICIPATE IN RUNNING THEIR BUSINESSES, THEIR POLICIES AND PROCEDURES, OR THEIR TERMS AND CONDITIONS. TRAVELERS SHALL HOLD VEP ASSOCIATES TRAVEL HARMLESS AND NOT HOLD VEP ASSOCIATES TRAVEL RESPONSIBLE FOR ANY OMISSIONS, ERRORS, OR ACTS (KNOWN OR UNKNOWN) COMMITTED BY ANY TRAVEL SUPPLIER, THEIR SUB-SUPPLIERS, OR EMPLOYEES. THIS INCLUDES (BUT IS NOT LIMITED TO) ANY INTERNET SUPPLIER, HOTEL/RESORT, CAR RENTAL AGENCY, AIRLINE, RAIL PASS SUPPLIER, MOTORCOACH COMPANY, TOUR OPERATOR, OR VACATION PACKAGER. VEP ASSOCIATES TRAVEL DOES NOT WARRANT OR GUARANTEE THE SERVICES, QUALITY, OR PRODUCTS OF ANY TRAVEL SUPPLIER, THEIR SUB-SUPPLIERS OR EMPLOYEES OR THEIR QUALITY OF SERVICE, PRODUCTS, RATES, BOOKINGS, RESERVATIONS, CONNECTIONS, SCHEDULING OR SAFE HANDLING OF TRAVELER(S) PERSONAL BELONGINGS, OR THEIR SAFETY/ SECURITY PROCEDURES FOR TRAVELER(S). TRAVELER(S) SHALL HOLD VEP ASSOCIATES TRAVEL HARMLESS AND NOT RESPONSIBLE FOR SUPPLIER FAILURE TO COMPLY WITH ANY/ALL DOMESTIC AND/OR INTERNATIONAL LAWS, BREACH OF CONTRACT, FAILURE TO PROVIDE PAID-FOR RESERVATIONS, INTENTIONAL OR UNINTENTIONAL ACTS OR OMISSIONS THAT RESULT IN (BUT ARE NOT LIMITED TO) LOSS/ DAMAGE/ DELAY/ INCONVENIENCE/ INJURY TO TRAVELER(S). VEP ASSOCIATES TRAVEL SHALL BE HELD HARMLESS AND NOT RESPONSIBLE FOR THE INSOLVENCY, RECEIVERSHIP, BANKRUPTCY, LIQUIDATION, OR SIMILAR CONDITION (KNOWN OR UNKNOWN) OF ANY TRAVEL SUPPLIER.

TRAVELERS ARE RESPONSIBLE FOR OBTAINING AND HOLDING SAFE ALL SUPPLIER DOCUMENTS/TRAVEL DOCUMENTS/ MONEY/TRAVELERS CHECKS/CREDIT CARDS BEFORE/DURING TRAVEL, CONTACTING HEALTH PROFESSIONALS REGARDING INOCULATION AND VACCINE REQUIREMENTS, OBTAINING THE NECESSARY INOCULATIONS AND VACCINES. TRAVELER(S) WILLINGLY AND VOLUNTARILY RELEASE VEP ASSOCIATES TRAVEL FROM THE RESPONSIBILITY OF CHECKING AND VERIFYING EXISTING FLIGHT SCHEDULES, ALL PASSPORT / VISA / VACCINATION AND/OR OTHER ENTRY REQUIREMENTS FOR EACH DESTINATION OR STOP-OVER DESTINATION EN ROUTE.

TRAVELER(S) SHALL HOLD VEP ASSOCIATES TRAVEL HARMLESS AND NOT RESPONSIBLE FOR ANYTHING OUT OF OUR CONTROL BEFORE/ DURING/ AFTER TRAVEL THAT CAUSES TRAVELER INCONVENIENCES, PAIN OR SUFFERING SUCH AS (BUT NOT LIMITED TO) EXPECTED/KNOWN OR UNEXPECTED/UNKNOWN TRIP INTERRUPTIONS/ DELAYS, DOCUMENTS LOST IN TRANSIT FROM SUPPLIER TO VEP ASSOCIATES TRAVEL OR TO CLIENT FROM VEP ASSOCIATES TRAVEL, SAFETY AND SECURITY ISSUES AND CONDITIONS TO/AT/FROM DESTINATION(S), TRAVELER(S) COMPLIANCE WITH DOMESTIC AND INTERNATIONAL LAWS, ANY AND ALL INCURRED INJURIES, DAMAGES TO PERSONAL PROPERTY, INCONVENIENCES CAUSED BY (BUT NOT LIMITED TO) SUPPLIERS, CIVIL / SOCIAL/ LABOR UNREST AND/OR DISPUTES, CLIMATIC WEATHER CONDITIONS, ACTS OF GOD, TERRORIST ACTIVITIES, CONDITION OF SUPPLIER EQUIPMENT, CONSTRUCTION FAILURES OR DIFFICULTIES, HOTEL/ RESORT/ SHIP/ VEHICLE/ PLANE CONDITIONS, JUDGMENT ERRORS BY A SUPPLIER/ SUB-SUPPLIER/ OR ANY SUPPLIER EMPLOYEES, ANY AND ALL CONDITIONS/ CIRCUMSTANCES THAT DO NOT ALLOW TRAVEL TO TAKE PLACE, ABNORMAL CONDITIONS OR DEVELOPMENTS, ANY RISKS OR CONDITIONS (KNOWN OR UNKNOWN) TAKING PLACE BEFORE/ DURING/ AFTER TRAVEL OR ANY OTHER ACTIONS, OMISSIONS, OR CONDITIONS.

TERMS AND CONDITIONS STATEMENT, 2-Continued

TRAVELER(S) SHALL HOLD VEP ASSOCIATES TRAVEL HARMLESS AND NOT RESPONSIBLE FOR ANY LIABILITIES INCURRED BY CREDIT CARD HOLDERS FROM ANY CREDIT CARD UNAUTHORIZED USE, FRAUDULENT, UNSCRUPULOUS ACTS COMMITTED BY ANY PERSONS RESULTING FROM THE RELEASING OF CREDIT CARD INFORMATION TO INTERNET COMPANIES OR OFF-LINE SUPPLIERS BY VEP ASSOCIATES TRAVEL OR BY WEBSITE VISITORS TO HOLD, OBTAIN, OR BOOK RESERVATIONS OR PURCHASE TRAVEL-RELATED PRODUCTS. ALL MONEY AND/OR CREDIT CARD INFORMATION GIVEN TO VEP ASSOCIATES TRAVEL TO MAKE OFF-LINE RESERVATIONS IS DIRECTLY PASSED ON TO SUPPLIERS, EXCEPT FOR AGENT COMMISSIONS AND FEES, IF APPLICABLE. VEP ASSOCIATES TRAVEL IS NOT RESPONSIBLE FOR REFUNDS OF ANY MONEY DUE TRAVELER(S) BY ANY TRAVEL SUPPLIER(S) OR FOR INCREASED CHARGES BY ANY SUPPLIER(S). ANY REFUNDS DUE TRAVELER(S) ARE DUE FROM SUPPLIERS AND ANY REFUNDS ISSUED TO TRAVELER(S) FROM SUPPLIERS AND RECEIVED BY VEP ASSOCIATES TRAVEL SHALL BE FORWARDED TO THE CLIENT, LESS ANY FEES OR MONEY OWED TO VEP ASSOCIATES TRAVEL.

VEP ASSOCIATES TRAVEL'S RESPONSIBILITY AND OBLIGATIONS TO A CLIENT BOOKING OFF-LINE ARE LIMITED TO MAKING EVERY EFFORT TO FIND REASONABLE PRICING PER THE CLIENT'S TRAVEL REQUEST, MAKING APPROVED RESERVATIONS FOR CLIENTS -- INCLUDING FORWARDING TIMELY PAYMENTS TO SUPPLIERS VIA CHECK OR CLIENT CREDIT CARD INFORMATION PROVIDED BY CLIENT TO SUPPLIERS, INFORMING CLIENTS OF ANY PRE-OR-POST DEPARTURE RESERVATION CHANGES MADE KNOWN TO VEP ASSOCIATES TRAVEL BY SUPPLIERS, CHECKING TRAVEL DOCUMENTS BEFORE THEY ARE ISSUED TO CLIENTS, AND FORWARDING TRAVEL DOCUMENTS RECEIVED BY SUPPLIERS TO CLIENTS IN A TIMELY MANNER, ASSISTANCE WITH ANY TRAVELER(S) REQUESTS FOR ADDITIONAL INFORMATION NOT OUTLINED IN THESE TERMS AND CONDITIONS CONCERNING (BUT NOT LIMITED TO) DESTINATION INFORMATION, COUNTRY ENTRY REQUIREMENTS, SUPPLIER TERMS AND CONDITIONS, DOCUMENTS NEEDED FOR TRAVEL. VEP ASSOCIATES TRAVEL SHALL BE HELD HARMLESS AND NOT RESPONSIBLE FOR ANY AND ALL INTERNET BOOKINGS MADE BY VEP ASSOCIATES TRAVEL OR BY VISITORS TO THE www.veptravel.com WEBSITE. ALL PURCHASES MADE THROUGH ONLINE COMPANIES/PROVIDERS ON THE VEP ASSOCIATES TRAVEL WEBSITE ARE DEEMED TO BE TRANSACTIONS BETWEEN THE PURCHASER AND SUPPLIER/PROVIDER. PURCHASERS ARE DEEMED BY THE INTERNET SUPPLIERS/PROVIDERS AS THE CLIENTS OF THE SUPPLIER. ANY DISPUTES MUST BE MADE DIRECTLY TO THE SUPPLIER AND NOT VEP ASSOCIATES TRAVEL.

IT IS THE POLICY OF VEP ASSOCIATES TRAVEL TO ONLY MAKE OFFLINE RESERVATIONS FOR CLIENTS WHO AGREE TO AND SIGN THESE TERMS AND CONDITIONS AND WHO, IF APPLICABLE, HAVE COMPLETED AND SIGNED A CREDIT AUTHORIZATION FORM. PERSONS MAKING ONLINE PURCHASES MAY CONSIDER THEMSELVES DULY INFORMED.

TRANSACTION FEES: The following fees for off-line reservations may be applied in addition to the purchase of air/sea/land transportation services and vacation packages. **Consultation Fee (Not being implemented at this time):** Normal rate is \$ 50.00 per hour, and may be applicable toward the purchase of travel reservations); **Modification to Hotel/Car Rental/Rail/Tours/Vacation Packages after Booking** \$ 50.00 per incident, per person; **Cancellation Fee:** \$ 100.00 per person; **Long Distance Calls (not being implemented at this time)** \$ 1.25 per minute for domestic \$ 1.75 per minute for International. **Faxed Information (not being implemented at this time)** \$ 1.25; **Express Mail/Shipping (if applicable)** \$ 30.00 per shipment for One Day \$20.00 per shipment for Two Day; **Processing of Tourist Cards/Passports/Visas/Travel Vouchers/Frequent Flyer Travel/Coupons, etc.** \$ 40.00 per person, if applicable.

Note: Rates are subject to change. Charges from VEP Associates Travel will appear on your credit card in the amounts designated above, but will not be charged without notification to you and without approval by you.

SUPPLIER FEES AND POLICIES:

Airline charges for Re-Ticketing/Re-issue of Tickets; Airline Cancellation Fees Escort for Minor Child Traveling Alone, Baggage Policies, etc.: if you need assistance or do not have Internet access, please request information from VEP Associates Travel.

Hotel/Resort Cancellation Deadlines vary, depending upon the supplier. Credit card information must be given to the hotel/resort at time of booking as a guarantee. Hotel or Resort charges for "No Shows/No Cancellation by Deadline" usually result in your credit card being charged for 1 night plus tax by the hotel/resort. Deadlines will be supplied at the time of quote or automatically with the preliminary itinerary.

Rental Car Possible charge for "No Show/No Cancellation" on pre-booked rentals is usually 1 day plus tax and is charged by the car rental company.

Tour Company/Vacation Package Supplier Policies and Terms/Conditions vary between suppliers. Information will be supplied at the time of quote or automatically when the preliminary itinerary is sent to you.

NOTE:

1. **Air bookings** may have flight restrictions: a change in carrier, flight, time, routing could result in penalty fees and an increase in fare cost.
2. **Lost or stolen tickets** requiring a ticket reissue will result in re-ticket fees and the cost of new tickets. If tickets are found and returned to airline, a refund may be issued for cost of tickets.
3. If you arrive at an airline ticketing or passenger check in counter with your **confirmed ticket/passenger receipt** and find that the airline shows no reservation for you, do not leave the counter. If the status box located in middle of tickets, next to date shows "OK" for your flights, the airline must accommodate you on the flight, find you a substitute flight or pay you denied boarding compensation. If necessary, speak to a supervisor.
4. **Hotel rooms** are usually booked on a guaranteed payment basis with your credit card being used as a guarantee. If you change or cancel your plans without notifying the hotel by their cancellation deadline, you will incur penalty fees.
5. **Car reservations** sometimes require prepayment or a credit card guarantee. If the reservation is not cancelled by the cancellation deadline, you will incur penalty fees. Car reservations require a major credit card (not debit) at time of pickup.
6. **Tours/packages:** Cost can change without notice due to international currency fluctuations, tariff changes, or increase in operational cost. Group packages are based upon a minimum number of passengers. If the number of passengers falls below minimum required a surcharge and increase in rates may be imposed upon all remaining passengers. Cancellation fees will apply to persons who cancel.

TERMS AND CONDITIONS STATEMENT - 3-Continued

TRAVEL INSURANCE: Travel insurance is strongly recommended for all travelers, payable with their first deposit/payment to obtain coverage for pre-existing conditions for themselves/travel companions/family members (travel insurance is mandatory for all group travelers) to cover unforeseen travel issues such as cancellations, interruptions, delays, lost/stolen/damaged travel documents, medical expenses, emergency medical transportation. Certain conditions/restrictions may apply to coverage's; **VEP Associates Travel is not responsible for underwriting decisions on claims made by traveler(s) to the insurance company.** Travel Safe Insurance details can be found at www.veptravel.com". If you need help navigating the site or do not have Internet access, please request a brochure from VEP Associates Travel.

This contract shall be **governed by the laws of the Pennsylvania**. Any disputes will be heard by the appropriate federal and/or state courts located in Philadelphia, PA. If the court's decision falls in favor of VEP Associates Travel, all legal costs will be paid by disputer.

BY SIGNING BELOW, THE SIGNOR ACKNOWLEDGES THAT HE/SHE UNDERSTANDS AND ACCEPTS THESE TERMS AND CONDITIONS AND VERIFIES THAT HE/SHE IS ACTING AS A REPRESENTATIVE FOR HIM/HER SELF AND FOR ALL TRAVEL COMPANIONS AND HAS THE LEGAL RIGHT AND AUTHORITY TO SIGN FOR HIM/HER SELF AND FOR ALL TRAVEL COMPANIONS. VEP ASSOCIATES TRAVEL SHALL BE HELD HARMLESS AND NOT RESPONSIBLE FOR ANY RESULTING DISPUTES OR ACTIONS TAKEN BY FELLOW TRAVELERS ARISING DUE TO THE SIGNOR AGREEING TO AND SIGNING THIS CONTRACT. ANY DISPUTES OR RESULTING ACTIONS ARE BETWEEN THE SIGNOR AND TRAVELING COMPANION(S). SIGNOR ACKNOWLEDGES AND AGREES THAT IT IS HIS/HER RESPONSIBILITY TO INFORM COMPANION TRAVELER(S) OF THESE TERMS AND CONDITIONS AND TO GIVE THEM A SIGNED COPY SHOWING THE TERMS AND CONDITIONS TO WHICH THEY SHALL BE BOUND.

VEP ASSOCIATES TRAVEL IS NOT RESPONSIBLE FOR ISSUING SEPARATE TERMS AND CONDITIONS TO EACH TRAVELER BOOKED/LISTED UNDER ONE RESERVATION.

VERIFICATION OF TERMS AND CONDITIONS

_____ I, as for myself and my traveling companions, it is understood that travel insurance, has been added to my package based on pricing of Travel Safe's Classic policy.

_____ I, as for myself and my traveling companions, it is understand that travel insurance WILL NOT be added to my package and do not want to purchase travel insurance.

I, the undersigned, have read and understand all the terms and conditions and agree with them.

Please check that you read and understand

_____*Federal law forbids the carriage of certain hazardous materials, such as aerosols, fireworks, and flammable liquids, aboard the aircraft. If you do not understand these restrictions, contact your airline or go to http://www.faa.gov/about/initiatives/hazmat_safety*

Printed Name Signature (Client) _____ Date _____

VEP Associates Travel / VEP Associates Professional Services
Please sign and fax this form to VEP Associates Travel at 215-224-1501
or email to : agents@veptravel.com