

Travel Agency: \_\_\_\_\_ Travel Advisor: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

## Client Acknowledgement Form

To ensure accuracy on all documents, please verify the information is correct on the following documents:

- |   |   |
|---|---|
| <input type="checkbox"/> Correct Legal Names            | <input type="checkbox"/> Car Rental Information     |
| <input type="checkbox"/> Dates                          | <input type="checkbox"/> Hotel Supplier Information |
| <input type="checkbox"/> Flight Times                   | <input type="checkbox"/> Cancellation Fees / Policy |
| <input type="checkbox"/> Airline Fees / Code Shares     | <input type="checkbox"/> Deposit / Payment Schedule |
| <input type="checkbox"/> Insurance Terms and Conditions | <input type="checkbox"/> _____                      |

By checking this box, you are acknowledging you requested the agency listed above to make one or more travel bookings on your behalf. As the worldwide COVID-19 coronavirus pandemic remains ongoing at this time, I acknowledge that for this reason, and other reasons not reasonably foreseeable at this time, these travel plans may be interrupted or cancelled by the supplier that is providing them, a government entity or other third party over which Agency has no control. I further acknowledge that the supplier's own cancellation, rebooking and refund policies, subject to any applicable law that is now or may later be in effect, will govern my rights and remedies, including my right to receive a refund, in such an event. Moreover, I understand that should I elect to purchase travel insurance, the terms of the policy will dictate whether, and to what extent, coverage for any financial loss may exist under the circumstances. By signing below, I hereby agree to hold this travel agency harmless and release it from any and all liability for any damages, including but not limited to monetary losses, I may incur as a result of such interruption or cancellation of these travel plans.

I, \_\_\_\_\_, hereby verify that I have reviewed my travel itinerary for accuracy. I have been advised of all applicable fees from the supplier or the above travel agency including any scheduled fees that may be required if this booking is cancelled or changed.

The travel agency listed above offers retail travel services to customers, which are provided by separate and independent suppliers of travel services. The travel agency does not operate, control, or otherwise provide the services of the independent travel suppliers. I agree and understand that the above listed travel agency is not responsible for any operating failures, loss, damage, delay, or injury to me or members of my traveling party, nor for consequential damages, which may result from failure, delays, or injuries, which arise out of or during the scheduled travel. I agree and understand that the travel agency is not responsible for any damages, direct or consequential, which may arise as a result of acts of God, social or labor unrest, war, political or national strike, terrorist activities, mechanical failures, climatic conditions, or any other actions or omissions beyond the control of the travel advisor listed above.

Client Signature

Date