

**Contract**  
**OXFORD CREATIVE WRITING MASTER CLASS**

**General.** Upon full payment of the tour price by the participant, Scriptorium Press, hereinafter referred to as Scriptorium Press, agrees to secure the services specified for the **OXFORD CREATIVE WRITING MASTER CLASS** at [www.bondvoyage.webs.com](http://www.bondvoyage.webs.com), subject to the terms, conditions, and limitations contained in this contract. The participant agrees that if there are any corrections or changes, the corrected information will prevail.

**Included.** 7 nights bed & breakfast accommodation; breakfasts, dinner or lunch (17 meals); all tour-related site entry fees; all ground transportation; guided commentary throughout. The tour price is for double occupancy bed & breakfast accommodation; if you are joining the tour as a single we will be assigning another single traveler of the same gender to room with you. If you prefer a single occupancy room please contact us for the price.

**Not Included.** **Airfare**, fees and charges for passports, visas, inoculations, laundry, beverages (except coffee, tea or milk with breakfast or when expressly specified), travel insurance, optional excursions, taxi fares, postage, phone calls, any items of a personal nature, or any other items or services the inclusion of which has not been expressly specified. Also not included are any airline, airport and government taxes, fees and charges associated with (or 'in connection with') air transportation.

**Scriptorium Press.** Scriptorium Press is a Washington State business. The author/director has been leading study excursions since 1996. Scriptorium Press has developed relationships with coach companies, hotel operators, site managers, and restaurants. Scriptorium Press is able to secure the services of these independent entities at more favorable rates than are available to the general public. Therefore, Scriptorium Press is able to offer its participants a quality excursion at an affordable price. Scriptorium Press is the excursion coordinator. Scriptorium Press does not own, operate, or employ any of the hotels, tour buses, or tour operators utilized as part of this author-led book excursion.

**Itinerary Deviations.** Due to special circumstances, including but not limited to holidays, special events, seasonal schedule changes, weather, traffic delays and itinerary adjustments, some sights and stores may have limited hours or may not be available. Under such circumstances or in the interest of enhancing the tour experience, Scriptorium Press and the tour manager reserve the right to make changes in the itinerary or sights, at their sole discretion.

**Reservations.** Scriptorium Press requires this signed Study Abroad Travel Contract and deposit for **each** participant within one week from the date you make your reservation. A signed contract means that the participant has reviewed this Study Abroad Contract and agrees to abide by its terms and conditions. Mail your signed Study Abroad Contract and a non-refundable deposit of \$200 per person to the address appearing on this tour contract.

**Insurance.** Scriptorium Press does not carry any health or liability insurance on participants in the study trip. Therefore, it is the participants' responsibility to confirm that your health insurance covers you when traveling outside the United States, and if not, you will be responsible to purchase accident, sickness, or death coverage to cover you while traveling on this study excursion. Scriptorium Press assumes no liability for injury, illness, or death to participants traveling on this study excursion. Ask your airlines for travel insurance options. Travel insurance is not offered by Scriptorium Press.

**Final Payment.** Final payments must be received by the author/director at least 50 days prior to departure. **Please Note:**

1. Scriptorium Press will not reserve a place for any participant for whom it has not received a signed Study Abroad Contract and a final payment in full.
2. Scriptorium Press requires 16 days to clear a regular check. To expedite final payment and release documents, Scriptorium Press recommends the use of cashier's checks.
3. Scriptorium Press reserves the right to cancel a reservation for which it has not received final payment by the due date, or for which it receives a check that is returned to Scriptorium Press due to insufficient funds. Cancellation penalties will apply.

**Price Changes.** Prices are based on tariffs, taxes and rates of exchange as they were known to Scriptorium Press on the date of booking, and are subject to change without prior notice. However, if the price increases by more than 6%, the participant(s) may, within seven (7) days from the date of notification of such increase, cancel with full refund.

**Price Guarantee for forthcoming departures.** Scriptorium Press will guarantee the land only study excursion price for forthcoming departures after Scriptorium Press receives a deposit. Subsequently, if clients need to cancel or make a change, they will be responsible for the cancellation penalties stated under 'Cancellations'.

**Cancellations.** Scriptorium Press must receive a written notification of cancellation by mail with the necessary medical statement from your doctor. Deposit is non-refundable.

**Refunds.** 40% refund only in the event of health crisis and only twelve weeks prior to departure date. Since we prepay hotels, meals, transportation and many entry fees in advance, we can offer no refund within the twelve weeks before departure date. Your travel contract is transferable, however, and we recommend, in the event of cancellation, that you transfer your place to a relative or friend. Please notify us when you need to make such a transfer.

**Medical Statement Requirements.** To be eligible for the refund provision outlined above, it is your responsibility that Scriptorium Press receives a valid medical statement within 12 weeks of the date you were scheduled to leave. If, for any reason, Scriptorium Press does not receive your Medical Statement within 12 weeks of the date you were scheduled to leave, your cancellation will be processed in accordance with the above 'Cancellations' policy. A valid medical statement must meet **all** of the following criteria:

1. Typed or legibly written on the letterhead (including the address and phone number) of an attending licensed physician (M.D.).
2. Signed by the physician.
3. State specific dates the passenger is unable to travel. These dates must include the entire duration of the scheduled tour.
4. State a specific medical reason why the passenger was unable to travel, due to the illness of the participant or participant's travel companion; or death of the participant or participant's travel

companion, or a member of participant's immediate family, namely, spouse, child, brother, sister, parent, in-law, grandparent, or grandchild.

**Note: Since Scriptorium Press carries no sickness, accident, or death insurance for participants, all participants agree to assuming full responsibility for any and all costs associated with illness or death; we advise purchasing travel insurance through your own insurance provider.**

**Cancellation by Scriptorium Press.** Scriptorium Press reserves the right to cancel the study excursion at any time for any reason, and its liability shall be limited to a refund in full of only those moneys it has received from or on behalf of the participant. If the participant has purchased an air ticket, it is his/her own responsibility to become familiar with the penalties and restrictions of the air ticket and, in the event of a cancellation or date change by Scriptorium Press, Scriptorium Press shall not be held liable for any penalties incurred from the cancellation or change of the air ticket.

**Responsibility of Scriptorium Press.** Scriptorium Press shall be responsible for supplying the services and accommodations offered on this study excursion web site ([www.bondbooks.net](http://www.bondbooks.net)) as they relate to the land portion of the tour. If such services and accommodations cannot be supplied due to causes beyond its control, there shall be no responsibility or liability. In this event Scriptorium Press will use its best efforts to supply comparable services and accommodations, and all travel arrangements may be subject to alteration or cancellation at any time with or without prior notice for any reasonable cause. Such alterations will not be considered cause for cancellation by the participant(s), and the usual penalties will apply. Nor shall Scriptorium Press be liable for any injury, loss, damage, accident, delay, irregularity, or expense arising from strikes, war, terrorism, weather or other acts of God, quarantines, sickness, governmental restrictions or regulations, or from any negligent act or omission of any individual, firm, or corporation furnishing air travel, sightseeing, hotel accommodations, ground transportation, or any other services in connection therewith, nor for any additional cost or expense due to disruption of advertised schedules, rates or services, or for any other cause beyond its direct control. Scriptorium Press reserves the right to decline, to accept, or retain any person as a member of the study excursion at any time prior to departure, or in the course of travel, should such participant's health, mental condition, physical infirmity, or general deportment impede, in Scriptorium Press' judgment, the operation of the study excursion or the rights, welfare, or enjoyment of other participants, and all resulting costs will be the responsibility of the participant. The acceptance by the participant of any travel plan or other service shall be deemed to constitute acceptance of these limitations of liability or responsibility. No representative, employee, or agent of Scriptorium Press or contracted service providers are authorized to modify, waive, or in any way change the terms of this contract.

**Breach.** Scriptorium Press and participant recognize and agree that a breach of this agreement or claim for damages by the other party arising from the services provided by Scriptorium Press or during any aspect of a study excursion coordinated by Scriptorium Press will be governed by the laws of the State of Washington. The parties consent to the jurisdiction of the Courts of the State of Washington, Kitsap County, in any such enforcement action and agree that Kitsap County Circuit Courts is the exclusive venue for any action arising out of services provided as a consequence of this agreement.

**Entire Agreement.** Other than as stated herein, the participant warrants that no promises or inducements have been offered for this agreement other than as set forth herein and that this agreement is executed without reliance upon any other promises or representations.

I agree to all the provisions (including, but not limited to, my acceptance of sole responsibility for all medical or death related expenses) of this author-led study excursion contract (PLEASE GIVE THE AGE OF YOURSELF AND ALL PARTICIPANTS at time of tour):

signed \_\_\_\_\_ AGE \_\_\_\_\_ date \_\_\_\_\_

Name printed \_\_\_\_\_

signed \_\_\_\_\_ AGE \_\_\_\_\_ date \_\_\_\_\_

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signed \_\_\_\_\_ AGE \_\_\_\_\_ date \_\_\_\_\_

Name printed \_\_\_\_\_

Total participants \_\_\_\_\_

Deposit amount enclosed (or previously paid) \_\_\_\_\_

Print two copies; sign both; keep a copy for your records and mail this page only with check attached (payable to Scriptorium Press):

SCRIPTORIUM PRESS Email for mailing address [bondbooks.net@gmail.com](mailto:bondbooks.net@gmail.com)

**Note: Since Scriptorium Press carries no sickness, accident, or death insurance for participants, all participants agree to assuming full responsibility for any and all costs associated with illness or death; we advise purchasing travel insurance through your own insurance provider.**