

# OXFORDSHIRE MIND TREK IRELAND APPLICATION FORM

**What to do next....**

- ✓ Complete this form, ensuring you have read, understood and signed the pledge on page three. Take a photocopy for your own records. To ensure your place is allocated promptly complete **all** sections fully.
- ✓ Complete the enclosed medical form. If you are between 16-18 you will also need to send a letter of parental consent and be accompanied by a parent / legal guardian.
- ✓ Pay your non-refundable initial registration fee of £50 by cheque made payable to 'Oxfordshire Mind'. Please do not send cash.
- ✓ Collate the registration and medical forms, **one head and shoulders photos (which will be used for our records and for your justgiving.com web page)**, with your name clearly on the back, and cheque for £50 and post to:

**Nicky Clargo, Trek Ireland, Oxfordshire Mind, 125 Walton Street, Oxford, OX2 6AH**

Please note we are due to move premises in March 2008 so phone or check our website for an up-to-date address.

- ✓ Please note if we are unable to offer you a place on the Ireland Trek, your registration form and fee will be returned straightaway. The fee only becomes non-refundable once you have been allocated a place.

**Your contact details – complete in BLOCK capitals**

**EXACT** contact details are needed here, as appears on your passport and **will be used for flight tickets**;

Title (Dr/Mr/Mrs/Ms/Miss)..... Forename(s)..... Surname.....

Name by which you like to be known (if different).....

Address.....

Town.....Postcode.....

Tel (Day) ..... Tel (Eve) .....

Mobile..... E-mail.....

Passport number..... Date of issue..... Expiry date.....

Place of issue..... (You **MUST** have at least 6 months validity on your passport from the date of return to the UK. If not, please apply for a new passport between now and the event and forward new details ASAP).

Place of Birth..... Nationality.....

**History**

Have you taken part in a Mind Event before? – if yes which one? .....

Have you taken part in an event for another charity? – if yes who and what? .....

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How much did you raise? .....

**Office use only**

Registration fee received £50

[www.justgiving.com/](http://www.justgiving.com/)  
Application pack sent

Date:  
Password:  
Date:



**Work Details (If you do not work then skip this section)**

Name of employer..... Type of business.....

Position held.....

Will your employer sponsor you or match your fundraising total?.....

Does your company have a newsletter or magazine? If so please give the name of the publication and editors contact details.....

**Expedition Essentials**

Accommodation will be in a standard tourist bed and breakfast hotels. Oxfordshire Mind usually allocates rooms on a twin share basis. If there is anyone that you would specifically like to share with, we will try our best to accommodate you.

Name of person..... Are you a couple?.....

Do you have any special dietary requirements? (Vegetarian/food allergies) .....

**Further Information**

How did you find out about this event?.....

What made you decide to take part in this challenge for Oxfordshire Mind?.....

All information supplied will be treated as strictly confidential.

**PLEDGE AND CONDITIONS OF ENTRY  
TREK IRELAND IN AID OF OXFORDSHIRE MIND**

The Trek is being promoted by Oxfordshire Mind. Flights, accommodation and other event facilities are provided by and are the responsibility of the Ultimate Travel Company Ltd.

References in this pledge form and other applicable forms to “you/your/yours” means the person who has completed and signed the registration form. References to “we/us/ours” in these forms mean Oxfordshire Mind, except where the contrary is indicated in the text.

**For the event we require a non-refundable registration fee of £50 by cheque, made payable to Oxfordshire Mind. Before departure, participants will also need to make a contribution of £250 towards meals, flights and hotel accommodation. Participants must also undertake to raise £1,250 in sponsorship money. £1,000 is due 10 weeks before the event and the outstanding amount 3 weeks before departure.**

**If you are unable to meet these requirements, you may forfeit your place on the expedition.** You may choose to make up the balance yourself. Should you not take up your place on the event, all donation forms and monies should be forwarded to Oxfordshire Mind.

Your passport must have at least six months validity from the date of return to the UK. Payment for airport tax, personal insurance, items of a personal nature and gratuities are not included in the event costs. Passport control and in-country authorities will reserve the right to refuse entry and any additional costs incurred as a result of this or other

action are your responsibility. You must not suffer from drug or alcohol dependency and you should not have any pending criminal convictions.

The Ultimate Travel Company Ltd and Oxfordshire Mind have the right to alter the itinerary should climactic or other unforeseen circumstances necessitate this. Oxfordshire Mind may, at their sole discretion, withdraw places on the event if it is believed to be in their best interest to do so.

You must be covered by suitable insurance, which must include adequate provision for medical cover, emergency evacuation by helicopter and repatriation insurance. It is your responsibility, not that of your insurer, Oxfordshire Mind or The Ultimate Travel Company Ltd to make sure that your policy will be valid in the event of an emergency. We can recommend a policy and a copy of your insurance must be sent to Oxfordshire Mind no later than six weeks before departure. You participate at your own risk, and agree to indemnify The Ultimate Travel Company Ltd and Oxfordshire Mind against claims for loss or damage to personal property, personal injury (or death) and any claim arising from your own actions. You will be responsible for providing your own personal equipment.

Participants must be reasonably fit to complete the event and must complete and return the enclosed medical form. If you are over 60 years old or if you have any medical condition which could be adversely affected by exercise, such as a heart condition, you must obtain a medical certificate from your doctor. You need to consult your doctor to discuss any vaccination or inoculation requirements for travelling to Sierra Nevada. By signing this pledge you are confirming that, to the best of your knowledge, your state of health is good and that you take full responsibility for yourself. The Ultimate Travel Company Ltd have a right to refuse a participant or stop a participant from activity if they are considered to be medically unfit. Oxfordshire Mind may also refuse a participant in its absolute discretion.

Please note, if we are unable to offer you a place in this event, we will return your registration form and £50 registration fee immediately. The fee only becomes non-refundable once you have been allocated a place on the event.

Accommodation and other facilities are being provided by and are the responsibility of The Ultimate Travel Company Ltd who specialise in organising events of this nature and are fully protected by the company's Trust Fund. Flights are contracted directly with The Ultimate Travel Company Ltd and are protected under their ATOL 5111. Their terms and conditions apply and are outlined overleaf. Oxfordshire Mind will meet the payments for the event due to The Ultimate Travel Company Ltd out of the sponsorship monies but will not be liable for any loss or damage, howsoever arising, or for cancellation of the event for reasons outside its control. All participants participate at their own risk.

<p><b><u>Agreement</u></b></p> <p><b>I confirm to the best of my knowledge that my general state of health and fitness is good and I take full responsibility for my fitness to take part. I pledge to raise the minimum sponsorship level of £1,250 and understand that it is the endeavour of the challenge to raise as much above this amount as possible in aid of Oxfordshire Mind. I have enclosed my non-refundable registration fee of £50 by cheque payable to 'Oxfordshire Mind' along with my questionnaire and a photograph of myself. I have read, understood and agreed to the above conditions, and to the enclosed Booking Conditions supplied by The Ultimate Travel Company Ltd.</b></p> <p>Signed..... Date.....</p> <p>Name (please print).....</p>
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## **THE ULTIMATE TRAVEL COMPANY LTD BOOKING CONDITIONS CHARITABLE EVENTS**

These are the terms and conditions of The Ultimate Travel Company Ltd which apply to those who are advised by the charity or the trading company of the charity, known hereinafter as "the charity", that they will be participating in the fundraising event. Please refer to the charity's own terms and conditions regarding your sponsorship and eligibility to travel. Only those potential participants who qualify under the charity's rules will be entitled to travel. For those selected to travel, then the following conditions will apply:

- 1. Your contract with The Ultimate travel Company Ltd**

If you are selected to take part in the fundraising event, we will be advised of your details by the charity. Your contract for travel, accommodation and other services ("your travel arrangements") will be with us, The Ultimate Travel Company Ltd, 27 Vanston Place, London, SW6 1AZ. If you are selected then we will confirm our contractual commitment to you by sending you a confirmation invoice, together with the details of your travel arrangements and the itinerary that we have agreed to provide. It is only then that these terms and conditions will apply and a contract will exist between us, which is governed by English laws and the exclusive jurisdiction of the English Courts. Travel arrangements made by us which include flight and accommodation are fully protected under the company's ATOL Licence Number 5111 arranged with Civil Aviation Authority (CAA). Payment for your travel arrangements will be made to us by the charity from the sponsorship it has received in accordance with the charities' terms for participating in the fundraising event.

## 2. The price of your Tour

- i) The cost of your participation in the fundraising event forms a part of the overall value of the sponsorship raised by you and received by the charity. From those sums received by the charity, the charity will pay us to the cost of your travel arrangements that we are agreeing to provide.
- ii) We reserve the right to increase the price of your travel arrangements to allow for variations in transportation costs (including the cost of fuel); dues, taxes or fees chargeable for services such as landing taxes and fees at airports and the exchange rate applicable to your travel arrangements. No price increase will be made within 30 days of your departure date and in any event, we will absorb any increase which equals 2% or less of the cost of your travel arrangements.

## 3. Health, Safety & Fitness and your Insurance Cover

The charitable event in which you will be participating is challenging and will require a good level of fitness, strength and endurance and it is your responsibility to ensure that you have the appropriate level. It is not recommended for those with any disability, illness or infirmity. You should check with your doctor to ensure that you are sufficiently fit and healthy to participate in the event. You should take into account that medical and other facilities at your destination are likely to be inferior to those in the United Kingdom and accordingly it is a compulsory term of travel that you take out travel insurance to cover any health or injury problems that arise and, if necessary, to arrange for your repatriation to the United Kingdom.

## 4. Cancellation

- i) If you cancel your travel arrangements, then there will be no refund payable to you as your sponsorship was raised for charitable purposes. Any balance of the sum paid to us by the charity for your travel arrangements, after deduction of cancellation charges, which have been agreed with the charity, will be repaid to the charity.
- ii) Similarly, if we cancel your travel arrangements any refunds or compensation will be paid to the charity.
- iii) If cancellation occurs in circumstances where recovery of cancellation charges is indemnified under your travel insurance, you hereby agree that you will co-operate in the recovery of these charges from the insurers and any sums recovered under the policy will again be paid over to the charity.
- iv) If cancellation occurs due to unusual and unforeseeable circumstances beyond our control, such as national emergency, natural disaster, fire, bad weather, flight delays or other such events (acts of force majeure), then we will advise you as soon as it is reasonable to do so.

## 5. Destination Safety and Force Majeure

Your personal safety during the charitable event is of fundamental importance to us and whilst we will carefully monitor the safety of your destination, the Foreign and Commonwealth Office do offer a travellers advice line, the details of which are 0207 238 4503. You should ensure that you are kept informed of the latest FCO advice.

## 6. Alterations by The Ultimate Travel Company Ltd

The Ultimate Travel Company Ltd and its supplier of flight, accommodation and land arrangements shall be entitled to change the details of your travel arrangements and itinerary. If a change is significant you will be advised as soon as possible and you will be entitled to:

- i) Cancel your participation in the event, in which case you agree that the cost of your travel arrangements will be repaid by us to the charity and you will have no entitlement to such sums; or
- ii) Agree to proceed with the revised arrangements for the event.

## 7. Standard and Quality of Accommodation and Services

You should not have unreasonable expectations of the facilities that will be provided which in some remote areas and some destinations may be below what you might expect at home. The level of the standard and quality of your travel arrangements will be in line with the itinerary and any literature you receive from us.

## 8. Liability

- i) We accept responsibility for ensuring that your travel arrangements will be as described in literature produced by us, or on our behalf, in our Confirmation Invoice and with the itinerary and that the services we are contractually obliged to provide are to a reasonable standard. If in the reasonable opinion of the charity any part of your travel arrangements is not provided as promised, we would pay appropriate compensation if this has affected the quality or structure of your travel arrangements. We accept responsibility for the acts and/or omissions of our employees, agents and suppliers (except for claims for death, injury or illness – see below).
- ii) The Ultimate Travel Company Ltd accepts responsibility for death, injury or illness caused by negligent acts and/or omissions of us, our employees, agents, suppliers and sub-contractors whilst acting within the scope of, or in the course of their employment in the provision of any part of your travel arrangements in the itinerary, that we are contractually obliged to provide. We will, accordingly, pay to an affected participant such damages as might have been awarded in such circumstances under English Law. However, damages are not payable where any failure to perform the contract is due neither to any fault on our part or a supplier of any part of your travel arrangements, or is attributable to you or unforeseen or unavoidable actions of a third party unconnected with the provision of your travel arrangements or unusual and unforeseeable circumstances beyond our control or an event which could not have been foreseen even if all due care has been exercised.
- iii) In respect of carriage by air, sea and rail and the provision of accommodation, the amount of compensation The Ultimate Travel Company Ltd may be obliged to pay will be limited in the manner provided by the relevant International Convention. Carriage by air is subject to the carriers' conditions of carriage. In particular, drunkenness or rowdy behaviour may lead to the airline refusing carriage when alternative flights may have to be arranged at your own cost.

## 9. Flights

- i) **Delays**  
Most flights will be arranged with scheduled airlines who will usually provide refreshments, meals or accommodation where there is any substantial flight delay and when this is possible to arrange. The Ultimate Travel Company Ltd will not arrange these facilities if there is a delay at the outward or homeward points of departure if not offered by the airline.
- ii) **Flight changes**  
Airlines may have to change aircraft without advanced warning. You are asked to check carefully departure and check in times on your documentation when received to ensure that you arrive at the airport in sufficient time.

## 10. Passports and Visas and Health

You will be advised separately of any passport or visa requirements and any compulsory health requirements to enable to participate in your travel arrangements. Please note that you will require a full British passport with at least 6 months unexpired at the date of return travel. For EC and other passport holders please contact The Ultimate Travel Company Ltd for special requirements.

11. This contract is governed by English law and is the exclusive jurisdiction of the English Courts.