



# BUS AMERICA GROUP TOURS

*specializing in customized group tours*

**Please review the policies outlined below as they pertain to your tour with us.**

**If you have any questions about these Terms & Conditions, please feel free to contact us.**

**668 Phillips Road  
Victor, NY 14564  
(585) 697-3590  
1-800-724-TRIP**

**[www.grouptoursinc.com](http://www.grouptoursinc.com)**

## Cruise or Air Programs

### General Information, Terms & Conditions

#### Review your Specific Tour Documents

**Price/Group Size:** The price listed is based on a designated group size. If enrollment is less, the agency will work with group leaders to make adjustments to operate the tour within the specific price/budget or may charge a small group supplement.

**Reservation and Payment Schedule:** Reservations will be confirmed when the program deposit is submitted along with a completed Application. Travelers will be invoiced directly for the balance due 60 days prior to departure (unless otherwise indicated).

**Travel Documents:** Participants will receive their final travel information prior to departure including a detailed final itinerary, luggage tags and any other applicable information and/or documents. Program materials will either be mailed directly to participants or distributed at a group meeting.

**Cancellation Policy:** Participants wishing to cancel for any reason must do so in writing. Refunds will be mailed within 90 days of cancellation notice. The following cancellation penalties will apply for cancellations for any reason:

#### Cancellation

90 days or more before departure  
89 to 60 days or more before departure  
59 to 30 days before departure  
29 to 1 day before departure

#### Penalty

\$150 processing fee  
50% of tour price  
75% of tour price  
100% of tour price (no refund)

In the event a participant cancels 59 days or less prior to departure, but provides his or her own replacement, a name change fee will be charged.

**Travel Insurance:** For a full refund (including cancellations due to medical conditions or emergencies), travel insurance is strongly recommended. Please note, for coverage of pre-existing medical conditions, travel insurance must be purchased within 21 days of tour registration. See [www.travelinsurance.com](http://www.travelinsurance.com) to review information, obtain quotes and purchase a policy that meets your needs.

**Responsibilities:** **Bus America reserves the right to make changes in the itinerary due to unforeseen circumstances.** Tours are escorted and the program fee includes driver/escort gratuities. Bus America acts as an agent in making and securing arrangements for transportation, accommodations, and sightseeing for the tours listed. Bus America does not own, manage, control, or operate any vehicle, hotel or restaurant or any other supplier of services.

By accepting the program, you agree that neither Bus America nor any of their representatives shall be liable for any loss, injury, or damage to you or your belongings or in connection with any accommodations, transportation, or other services resulting directly or indirectly from any occurrences beyond their control.