



Nepal Sanctuary Treks (Pvt.) Ltd.

Pre-Trip Form

Please fill up this pre-trekking and return to us with a photocopy of your travel insurance and your deposit.

Trip Selected: _____ Trip Extension: _____

Personal Details

Name	Middle Name	Surname	Nationality	Gender

Passport Details

Passport Number	Passport Issue Date	Passport Expiry Date	Date of Birth

Mailing Address

Home Address	Home Number	Mobile Number	Email



Nepal Sanctuary Treks (Pvt.) Ltd.

Flight Information

Flight Details	Flight Number	Arrival time and Date	Departure time and Date

Insurance Details

Insurance Company	Policy Number	Email address	Telephone Number

Emergency contact person and details (Next to kin)

Name	Relationship	Email	Telephone Number	Address



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Physical Fitness

Name	Planned Training before departure	Current Fitness level	Recent walking or outdoor experience	Previous high altitude trek

Single Room Supplement required?	
Single tent supplement required?	

To give you the best experience we kindly ask to inform us of your specific dietary requirements



Nepal Sanctuary Treks (Pvt.) Ltd.

Allergies

Medical Conditions



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Terms and Booking Conditions

Please take the time to read and understand the Terms and booking conditions of booking set out below prior to booking a trek, tour, or adventure activity. We strongly recommend that you also read the Trip Notes relating to your trip prior to booking to ensure that you understand the itinerary and style of the trip you are undertaking to get an even better experience!

Our contract

By booking with us, you are deemed to have agreed to these Booking Conditions (which constitute the entire agreement between you and us (Nepal Sanctuary Treks) and your booking will be accepted by us on this basis. The services to be provided are those referred to in the cost include & exclude a section of your booked trip, as stated in the trip dossier

Your personal details

In order for us to confirm your travel arrangements, you must provide all the requested details as asked in the Trekking / Tour registration form. Necessary details include full name as per passport, date of birth, gender, nationality, passport number, passport issue, expiry date, and any pre-existing medical conditions you have which may affect your ability to complete your travel arrangements.

Passport and visas

You must carry a valid passport and have obtained all the appropriate visas, permits, and certificates for the countries in which you will visit during your trip. Your passport must be valid for at least 6 months beyond the duration of the trip. It is your responsibility to ensure that you are in possession of the correct visas, permits, and certificates for your trip; please refer to the Trip Notes for details. We are not responsible if you are refused entry to a country because you lack the correct passport, visa, or other travel documentation. Once refused entry, the trip will be considered canceled by you. For more information, please refer to the hyperlink [Visa and Travel Information](#).

Liability

Nepal Sanctuary Treks, while undertaking treks, tours, rafting, transportation, hotel accommodation, and other services only act as an agent on the clear understanding that they shall not be, in any way responsible or liable for any accident, damage, loss, delay or inconvenience caused in connection with the travel facilities arranged by the Companies, its employees or agents. All bookings are accepted and executed with the utmost



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care, yet no responsibility is undertaken for any change or deviation on account of factors beyond control. In addition, we do not bear a responsibility to cover public liability insurance as per Nepal Act.

Price changing and validity

Any quotation provided by Nepal Sanctuary Treks and Sanctuary Tours is subject to amendment should suppliers amend their rates prior to the commencement of the tour. Nepal Sanctuary Treks and Sanctuary Tours, Pvt. Ltd. reserves the right to make such changes, alter or omit any part of the itinerary as the situation demands.

We reserve our right to amend the price under various conditions. However, our actions will be reasonable, like in case of circumstances for instance fluctuations in the exchange rate, fuel cost, inflation or government actions, and other operating costs on which price is based.

The passport and visa fees, travel insurance, excess baggage charges, airport taxes, tips to leaders and guides, extra meals, laundry, beverages, shower at tea houses, medical expenses, optional activities and trips, and any items of a personal nature are not involved in your trip price.

Medical Certificate

If you are trekking beyond 6,000 meters regardless of any age, you must provide a medical certificate signed by a doctor, that you are fit to hike at a high elevation. Likewise, trekkers above 65 years of age should go through a physical exam to assess a senior's fitness for travel. A medical clearance certificate is required for trekkers above 65 to undertake every trekking.

Travel insurance

Travel insurance is compulsory for all our travelers and should be taken out at the time of booking. We recommend that you take out insurance as soon as your booking is confirmed. The insurance must comprise medical coverage, helicopter rescue, and ambulance services. Before joining our trips, you must provide your travel insurance policy number and the insurance company's emergency contact number on the first day of your trip. You must provide proof of your travel insurance on the first day of your trip, without proof of travel insurance, Nepal Sanctuary Treks will be forced to terminate the contract without a refund. In addition, we do not bear the responsibility to cover public liability insurance as per Nepal Act.

Recommended Travel Insurance

Global Rescue
WORLDWIDE HEADQUARTERS:
85 MECHANIC ST, SUITE A1-1
LEBANON, NH 03766 USA



Nepal Sanctuary Treks (Pvt.) Ltd.

PHONE:

TOLL-FREE: (800) 381-9754

LOCAL: (617) 459-4200

(603) 443-5400

FAX: (617) 507-1050

[Download form](#)

Flight delays and Changes in Itinerary

Nepal Sanctuary Treks are not responsible for the rerouting of the itinerary due to flight and/ or bus cancellations, unexpected obstacles like unfavorable weather conditions, political unrest, or natural calamities. Any additional expenses necessitated by such an event will be borne by the client/s.

During the tour

In case you commit any illegal act during your tour, and you are compelled to leave Nepal, Nepal Sanctuary Treks is not liable for any kind of refunds

Incomplete Trip

The paid amount will not reimburse for any unused portion of the trip if you leave your trip for any cause. So we are not liable for any refunds in case of any incomplete tour, trek, or expedition, whatever the reason from the client's side.

Personal Belongings

Our trek leaders and supporting staff are committed to delivering the best services and safety. However, we cannot hold the responsibility in case of the loss of your personal belongings. So, we advise our clients to keep their belonging safely.

Health & Specific Requirements

Your personal safety is of paramount importance to us and for that reason, it is vital that you advise us at the time of booking of any condition, medical, specific dietary needs, or otherwise, that might affect your or other people's enjoyment of the trip.

It is your responsibility to make sure you are conscious of any health requirements for your travel destinations and to ensure that you carry all necessary vaccination documentation and medicines.



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Privacy Policy

Nepal Sanctuary Treks is concerned to protect the privacy and confidentiality of your personal information. Please read our **Privacy Policy**.

General booking conditions

To make a booking, you can contact us in several ways:

Directly by email: info@nepalsanctuarytreks.com, sanctuarytreks@gmail.com, or via our **website**

The lead name is responsible for ensuring the accuracy of the personal details or any other information supplied in respect of yourself and any other person traveling on the booking. Once you decided to take the trip, please download the Pre-Trip Booking form and return it to us via email, sanctuarytreks@gmail.com.

Advance Booking Deposit

While booking your trip with us, you must submit a scan of your passport along with 20% of the trip cost as a deposit. The deposit amount is non-refundable once you have made the down payment for the trip. Final payment is required no less than 30 days prior to the departure date. All payments will be made through a bank transfer or [online](#).

Payment Method

1. Online Credit Card Payment:

You can choose to pay through our online system. Once your booking is confirmed, we will issue a Confirmation Invoice. For the payment, please open the link, complete the form with necessary details then proceed, it is Quick, Easy, and secure:

<https://www.nepalsanctuarytreks.com/payment-form/>

2. Credit Card

Nepal Sanctuary Treks accepts Visa Card, Master Card, and American Express. If you wish to pay by credit card, then a 3.5% surcharge applies.

3. Bank Transfer Payment:

Agent Name: Nepal Sanctuary Treks Pvt Ltd



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Payment Method: Payment to be sent by swift transfer. The cost of transfer charges is to be borne by the sender.

By Bank transfer into our account:

Nepal Bank Limited, Head office

New Road, Kathmandu, Nepal.

A/C # US\$: 00200100497844000001

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Swift code: NEBLNPKA

Notes: All transfer cost is to be paid by the Paying Agent. Please email your remittance advice and breakdown of payment to our Accounts department.

Tel: +977 -1 -4531610, 4526721

Email: info@nepalsanctuarytreks.com or sanctuarytreks@gmail.com

Cancellation and Refund Policy

In case you intend to cancel your trip for any reason, you need to write it to us 30 days prior to your trip departure date. All cancellations must be advised in writing or by email. The cancellation takes effect from the day written confirmation is received. The following cancellation term applies.

Period before scheduled departure date when notice of cancellation is received	Reimburse
30 days or more	90% of the trip package price
15-30 days	70% of the trip package price
4-14 days	50% of the trip package price



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1-3 days	30% of the trip package price
Less than 24 hours or no show	0% of the trip package price

I Agree with the Terms and Booking Conditions as provided by Nepal Sanctuary Treks

I have put all correct information and details

Participant name	Participant Signature