



TOUR ANDALUSIA BOOKING FORM

Thank you for booking with us, we look forward to welcoming you and ensuring that you will have a wonderful and memorable travel experience.

To confirm your booking, send us an email detailing the lead guest name, the tour you require and the dates and we will send you a link/electronic invoice for payment of the booking deposit. The appropriate deposit amounts are detailed on the 'Booking' page of our website.

We will send you an electronic invoice for payment for the deposit by Credit Card or by Wise payment if you have opened a Wise Currency Account.

Here is a link to evaluate Wise <https://wise.com/invite/ahpc/garym1256>

You can also use the associated Wise Visa Debit Card to make payment whilst travelling and save money from preferential exchange rates, over using your Credit Card.

If you are a UK based client, we would appreciate payment by bank transfer to our UK account to negate the hefty card processing fees we incur.

The deposit will be deducted from the total price of your tour.

A single booking deposit covers up to three guests.

For four or more guests, the deposit is 15% of the total tour price

The balance for your tour is due 30 days before the tour start date and we send you the payment link/invoice, around 45 days beforehand.

We do not accept cheque/check payments of any kind.

Please note that, other than the Day Tours, our published tour prices are in £GBP, since we are a UK registered company with our accounting in £GBP.

It is important that you provide us with the name, address, passport number and country of issue for each person in the booking. And also a contact telephone number.

When you have your travel details, please send these to us so that we can schedule your collection and departure.

If you are travelling by train, then please see our recommendations detailed in the FAQs document.

Please note that we only hold your personal information required for the purposes of carrying out tour related communication with you, for undertaking the tour and to comply with legal requirements.



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We do not use your data for any marketing or other purposes or hold any other information above this basic information.

We do not hold any financial information, our Card processing is undertaken by regulated, registered financial services organisations and payments are processed in a secure environment.

MEETING POINTS

You will be meet by a Tour Leader or company representative holding a 'TOUR ANDALUCIA' sign.

Málaga Airport

At 'La Manon' cafeteria inside the Arrivals Hall. This is located near the exit doors of the terminal.

Málaga Train Station

Málaga Maria Zambrano – Beneath the clock on the Arrival/Departure Information Display Board for Platforms 1 – 8. As you enter the concourse from the platform, you will walk underneath the information board.

Antequera Train Station

'Santa Ana' – meet us in the main station hall as you enter from the platforms.

Central Málaga

Our meeting point is outside the Hard Rock Café, in the new Marina 'Muelle Uno'. If you are staying in a local hotel, you take a taxi to here or walk a short distance from central hotels, such as the MS Maestranza.

We have an outstanding record of punctuality for meeting our guests, but if we are delayed for any reason, or if you arrive early, do not be concerned. We WILL arrive as soon as we can. Just relax and stay at the meeting point.

Our telephone contact numbers are listed below, please do not hesitate to call them for any reason, the main contacts being Gary or Alex.

Contact	Telephone
Gary	(+44) 7928 49 53 28
Mauricio	(+34) 632 28 97 94
Alex	(+34) 722 49 71 13
Rony	(+34) 654 72 09 40
Anne	(+351) 926 52 41 20
Juan Jose	(+34) 689 03 54 79

We advise that you print out this document and bring it with you.

You may need to activate International 'Call Roaming' on your mobile/cell phone before you travel.



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We will inform you of who will meet you on the tour start date and we recommend making contact with them via WhatsApp or SMS text message, a few days beforehand, to open a communications channel.

Our preferred communications application is WhatsApp.

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Please print out, complete, scan/photo and email back this form OR, simply supply the equivalent information in an email to info@tourandalusia.com

Payment of the booking deposit books you on the tour and confirms acceptance of the booking terms & conditions detailed on the following pages.

We will email you confirmation, including your unique booking reference.

Payment of the deposit confirms that you have read the Tour Andalusia Frequently Asked Questions 'FAQs' and the published 'Tour Itinerary' and have decided that the format of our tours, the accommodation and level of Tour Leader guidance is compatible with your requirements and expectations.

And, that you appreciate what is included and what is excluded within the tour price.

GUEST INFORMATION

Guest Name	Address	Nationality	Passport Number	Date of Birth	Telephone

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TOUR ARRIVAL INFORMATION

Date	Time	Flight/Train Number	From	Other Details

TOUR DEPARTURE INFORMATION

Date	Time	Flight/Train Number	From	Other Details

TOUR

Reference	Description	Dates	Accommodation

Please tick

Terms & Conditions read and accepted	
I, and anyone associated with the booking, can walk unaided, 4km to 10km over the course of a day, at a moderately relaxed pace, without problem	
I have read the FAQs document and Tour Itinerary and I understand the style and format of the tours and what is included and excluded in the tour price	

Note. If you have mobility problems, and may struggle to walk in a small group the estimated daily distances, please consider a 'Private Tour', where we can run this at your own pace.

Signed:

Name:

Date:

Terms and Conditions of Booking

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In the following terms and conditions, 'Tour Andalusia' means Tour Andalusia Limited, a UK registered company with registration number 13526246. The 'Guest' means the person, or persons, included in the booking, whose details are detailed on the booking form, or supplied to us by email.

1. A 'non-refundable' booking deposit is to be paid by the Guest for any booking. All bookings will only be confirmed by Tour Andalusia upon receipt of the deposit and confirmation will be by email. Unless otherwise requested by Tour Andalusia, only a single booking deposit is required and this covers up to 3 Guests. For 4 or more Guests, the deposit is 15% of the total tour price. The booking deposit amount, for the different tours, is detailed on the 'Booking' page of our website.

For private groups, such as Universities, Societies, the deposit may be different to align with the requirements hotels have for group bookings.

2. To pay the deposit and the balance, we issue you an electronic invoice, which you can pay by Debit, Credit Card or Wise. If you have a UK bank account, you can make payment by bank transfer, which is our preference.

Please note that for any bookings in excess of £8,000 GBP, payment must be made by bank/wire transfer or Wise. Other Credit/Debit card payments will incur a 2% card processing surcharge.

3. The balance for your tour, must be paid no later than 30 days before the tour start date. For 'group bookings', we may require a longer period to meet any requirements of the hotel accommodation and we will inform you accordingly.

4. Our Tour Services and Prices include:

- Transfers to/from airport, train station, as detailed for the specific tour
- Transportation for the tour in one of our tour vehicles
- Tour Leader guidance in the Cities (*but not within the monuments, you can rent audio guides at most of the larger ones*)
- Bed & breakfast accommodation

The prices exclude:

- Any other meals (*including the dinner and Flamenco Performance at Restaurant Jardines de Zoraya in Granada*)
- Any shows/performances
- Any monument entrance fees (*unless we have pre-booked any for you and added the cost onto your balance*)
- Any flight/train/taxi fares, unless otherwise specified
- Any expenditure not detailed above

All prices are in £GBP, unless otherwise specified.

5. Please note that transfers for any arrivals before/after the official tour start/departure dates, are not included, unless agreed by prior arrangement. They are only included on the official arrival and departure dates. If you wish to arrive a few days before the tour and stay locally, we recommend taking a taxi or private transfer to your accommodation. We will collect you on the tour start day from our central Málaga meeting point. If you wish to have additional days in our Villa, then we include the transfers in the supplementary price for such stays. If you wish to spend a few days in the Málaga area after the tour, we will take you to, or close to, your accommodation within the tour price, but we do not include any subsequent transfers. The Málaga area includes any location within 10km of Málaga City. If you require, we may be able provide transfer services outside of this area for a supplementary cost, contact us for details.

6. Notwithstanding the above, if the conclusion of the tour includes the final tour night with hotel accommodation in Málaga City, we do not include any transfers to the airport/train station/local hotels on any subsequent day. The cost of the hotel and breakfast for this final night is normally included within the tour price, as detailed in the published tour itinerary. You will be required to take a taxi/public transport, at your cost, from the accommodation for your departure, following the final night stay. In particular, this applies to the 'Ultimate Andalusia' tour, where the final night is included in a hotel in Málaga, to any 'Private' tour that conclude in Málaga and/or other tours, or tour extensions, where the itinerary may include the final night in Málaga.

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7. Unless otherwise agreed, the free courtesy transfer service for arrival and departure collection/drop-off covers all arrival and departure collection/drop-off times at/to Málaga Airport or Train Station **between 09:00 and 18:00**. If either your required arrival or departure collection/drop-off time is outside of these times, there will be a supplementary charge, payable directly to the driver, of €60, for each transfer, to cover their additional 'out of normal' working hours.

For the centrally based 'hub' tours, it takes 1 hour for the transfer to Málaga airport or train station, so we need to depart the accommodation at the appropriate time to accommodate the transfer time.

8. In any circumstance, including the 'out of normal hours' service, **the earliest drop-off time in Málaga we can accommodate is 07:30**. If you need to arrive at the airport before this time, you will need to book a local Málaga airport hotel for the preceding night. This is particularly pertinent to any flight departures before 09:30, since you are required to be at the airport at least 2 hours before the flight departure. For train departures you need to be at the station at least 30 minutes before departure, assuming you already have your train tickets and have printed them out. Please read the notes in the FAQs document relating to train arrivals and departures.

9. Tour Itineraries. The itineraries have been designed to provide what we feel are the best structure for you to see and enjoy the key monuments, and places of interest, to make the most of your time in each location. Normally, the itineraries are closely followed, however, in the event of unusual circumstances, we reserve the right to modify the itineraries accordingly without penalty or compensation. You will experience a mixture of guided walks and free time in most locations.

10. ALHAMBRA. Tour Andalusia request that you purchase the tickets directly online and we will provide simple instructions to you to make the booking. The Alhambra is one of the most visited monuments in Europe, so at peak periods, availability can be limited. Given sufficient notice, normally 3 to 4 months, it is rare that tickets cannot be obtained, however, we cannot guarantee availability. We will be pleased to check before you book to ascertain availability for the required date.

11. Tour Andalusia, and/or its employees or representatives, will not provide you with detailed historic or cultural information **within** the monuments during the tour. Our Tour Leaders are knowledgeable about the area and will happily share their knowledge about history, culture and gastronomy, but **we do not enter the monuments** with you. Many of the principle monuments provide Audio Guides for a small fee should you wish to rent them. We can normally organise licenced local monument guides for you at the major monuments, if you wish to have a private guided tour. You would pay the guide directly for this service. Some of our Tour Leaders are licenced monument guides, but we do not include guided monument tour services within our tour prices.

12. Cancellation by the Guest: Any monies paid by the Guest are non-refundable under all circumstances. Should you wish to reschedule your tour for another time then, subject to availability, and with cancellation no later than 30 days before the planned tour start date, Tour Andalusia may agree to this and provide a credit towards any future tour. In addition to contributing to operating expenses, tour deposits and payments are used to pre-book/allocate resources required for your tour and ensure they are available for your tour dates. **You must ensure that you have adequate travel insurance** to cover any monies paid if you need to cancel your tour for any reason, including, but not limited to sickness, personal circumstances, third party events and such like.

In all circumstances, should cancellation by the Guest be less than 30 days before the planned date of arrival, then the full amount of the tour will be due and you will be required to pay any outstanding balance.

13. Cancellation by Tour Andalusia. Should the tour be cancelled by Tour Andalusia, due to reasons solely down to its own fault, then the company will provide a credit, equal to the total tour price, to the Guest towards any future tour or a refund.

14. Cancellation due to Force Majeure or disruption caused by such.

A 'Force Majeure Event', that causes cancellation of a tour, is a 3rd party event that cannot be attributed to either party and can be caused by the occurrence of:

(a) an act of war (whether declared or not), hostilities, invasion, act of foreign enemies, terrorism or civil disorder.

(b) ionising radiations, or contamination by radioactivity from any nuclear fuel, or from any nuclear waste from the combustion of nuclear fuel, radioactive toxic explosive or other hazardous properties of any explosive nuclear assembly or nuclear component thereof.

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- (c) pressure waves from devices travelling at supersonic speeds or damage caused by any aircraft or similar device.
- (d) a strike or strikes or other industrial action or blockade or embargo or any other form of civil disturbance (whether lawful or not), in each case affecting on a general basis the industry related to the affected Services and which is not attributable to any unreasonable action or inaction on the part of Tour Andalusia, or any of its subcontractors or suppliers, and the settlement of which is beyond the reasonable control of all such persons.
- (e) specific incidents of exceptional adverse weather conditions, in excess of those required for the delivery of the tour.
- (f) tempest, earthquake or any other natural disaster of overwhelming proportions; pollution of water sources resulting from any land, air or sea vehicle crash.
- (g) discontinuation of any electricity supply.
- (h) pandemics, national or local viral or other related outbreaks.
- (i) other unforeseeable circumstances beyond the control of the parties, against which it would have been unreasonable for the affected party to take precautions and which the affected party cannot avoid even by using its best efforts,

Which in any of these cases, directly causes either party to be unable to comply with all or a material part of its obligations.

14.1 Due to cancellation or disruption due to a Force Majeure event, neither party shall be in breach of its obligations under this Agreement, or incur any liability to the other party, for any losses or damages of any nature, howsoever incurred, to the extent that they are prevented from carrying out their obligations by a Force Majeure Event. This includes cancellation, postponement or cutting short a tour by Tour Andalusia.

14.2 In the circumstances of a Force Majeure event, **any monies paid will not be refunded** and the Guest must **make a claim for any financial loss against their travel insurance policy**. You must ensure your policy covers such events. We will provide any reasonable information relating to the planned tour that is required by your insurance provider.

If, due to a Force Majeure event, Tour Andalusia make payment, on your behalf, for any additional accommodation or services required, outside of what is included in the tour price, then you will be required to reimburse the company for these and claim the cost on your travel insurance. Tour Andalusia will issue an invoice to you for any such payments. The invoice will be solely for the direct costs incurred by Tour Andalusia.

14.3 Tour Andalusia shall, and shall procure that their subcontractors shall, take reasonable steps, within their respective powers, and consistent with Good Operating Practices (but without incurring unreasonable additional costs), to:

- (a) prevent Force Majeure Events affecting the performance of their obligations under this Agreement.
- (b) mitigate the effect of any Force Majeure Event.
- (c) comply with its obligations under this Agreement.

15. It is reiterated that it is the Guests' sole responsibility to ensure they have suitable insurance in place to cover all cancellation circumstances.

16. Unfortunately, we do not have any special facilities for disabled people or people with restricted mobility, please contact us to discuss suitability.

17. You should be in a reasonable state of health for walking around the monuments and Cities. Normally, this can be between 4km & 10km a day.

18. Tour Andalusia can accept no liability for any accidents that may occur when walking through the places we visit. The responsibility for your safety lies with you and/or anyone accompanying you. This includes any pedestrian injuries, howsoever, caused. You should always be aware of traffic, obstacles, uneven or slippery walking surfaces or any other element that could cause an accident. In particular, if your trip includes a visit to the National Park of El Torcal, you must wear appropriate footwear and clothing and be in a fit state to undertake the walk. You must be careful whilst walking over the rocky surface not to slip or fall as injury may be a result. You are under no obligation to undertake the walk and there is a cafeteria/reception centre onsite.

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19. Tour Andalusia cannot accept any responsibility of loss of any articles or possessions during your trip, howsoever, caused. This includes any possessions or luggage left in any of Tour Andalusia's vehicles or accommodation. Tour Andalusia's policy is to take reasonable steps to park vehicles responsibly in safe and protected places, such as public car parks, wherever possible. However, it is the Guests' responsibility to ensure that their possessions are insured with appropriate travel insurances for the full duration of the tour/holiday. Additionally, should you include the walking extension to your tour, then you should check that your insurance covers you for the walking elements. This can include walking in hilly/mountainous areas.

20. Tour Andalusia plan tour itineraries in keeping with published monument opening times. However, if any of the monuments are closed on the day of the visit, for any reason, we cannot be held liable for any compensation, since these events are beyond our control.

21. Please note that it is typical in Spanish accommodation (and in other Mediterranean Countries) for the bathroom floors to be tiled, as well as other areas both inside and outside the building. When wet, such floors can be slippery and you need to be mindful of this and take care. Tour Andalusia do not accept any responsibility for any guest injuring themselves by slipping on wet tiles. In particular, you should take care in bathrooms if your feet are wet or around swimming pools.

22. Tour Andalusia run a fleet of vehicles that are well maintained and fully insured for your transport. If any mechanical problems occur at any stage during your tour with us, we will make reasonable efforts to rectify these as quickly and efficiently as possible. In instances of such events occurring, we do not provide any compensation, financial or otherwise, and these must be viewed as unfortunate 3rd party unexpected events. We cannot be held responsible in any instance for delays caused by traffic problems, road works, traffic accidents or any other 3rd party event. We build in reasonable contingency, where possible, to limit any negative effect of such events.

23. We cannot be held responsible for any mechanical breakdown of items/facilities in any accommodation, including electricity supply, water supply, hot water heaters or any such services. In any such event, we will make reasonable effort to rectify the problem in a swift manner. Such events may be out of our control.

24. For insurance and vehicle weight/loading safety reasons, unless pre-arranged by email, we are unable to accept any Guest whose weight is more than 120kg (265lbs).

25. Tour Andalusia, and its representatives or contractors, will make reasonable efforts to deliver the tour service and ensure the safety of its staff and clients. However, under all circumstances, any financial liabilities and/or compensation will be limited to the total sum received from any booking made by the Guest.

26. Any disputes or claims for any reason will be applied for and determined within the UK legal system and no other jurisdiction.

27. Tour Confirmation.

Tour Andalusia normally run small group and/or private tours once a minimum number of 2 guests are booked on them.

Payment of the deposit and subsequent email confirmation from Tour Andalusia confirms your participation on the tour.

28. Without affecting the Guest's consumer rights, Tour Andalusia maintain the right to modify and update the terms and conditions at any time and any booking is subject to prevailing terms and conditions.

29. Covid and other infectious disease policy. Tour Andalusia and its partners take all reasonable precautions to ensure the safety of their staff and guests. Following local regulations, we adhere to recommendations to minimise risks associated with the spread of any viral diseases, including when appropriate, the wearing of masks and social distancing.

Our accommodation and tour vehicles are disinfected regularly and in accordance with local health guidelines. Staff are tested for infection as required and quarantined as appropriate.

If any guest, at any point during their tour with us, is tested positive for such an infection, then local guidelines will be followed, which may include quarantine for a period until the infection is deemed no longer transmittable.

Any costs associated with the above will be borne by the guest.

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If required, Tour Andalusia will provide documentary confirmation of any such infection to the guest for insurance compensation purposes.

30. By making a booking, as determined by the payment of a deposit, or other monies, the Guest accepts these terms and conditions.

31. These terms and conditions are the only terms and conditions relating to any bookings with Tour Andalusia.

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Suggested Travel List

Summer Clothing:

- Shorts
- Tee shirts
- Walking Sandals/Trainers/Shoes
- Lightweight Trousers/Chinos
- Lightweight skirts

Winter Clothing:

- Sweater
- Light waterproof jacket
- Hat and gloves
- Warm socks
- Comfortable walking shoes
- Tee Shirts (it may still be warm during the day)

Electronics: (Spain and other parts of Europe have a 220V electrical mains voltage, please check your item is compatible or use a 'step down' travel transformer to avoid damage)

- Phone
- Tablet
- Chargers
- Camera (or phone camera)
- Memory cards

General:

- Basic medical pack:
 - Plasters, Paracetamol/Ibuprofen, Antihistamine, Antiseptic Cream, Insect Repellent
- Sun protection cream
- Local currency 'Euros'
- Credit Card and/or 'Currency Card'
- Passport
- Travel tickets/vouchers
- Any food allergy information
- Small foldable umbrella

The Villas/Hotels have:

- Hairdryers
- Towels
- Shampoo
- Shower Gel