



# Registration Information

*Thank you for your interest in our art tour! Please fill out the two attached forms and submit them by email, by post, or drop them off at our retail store in the Heart of Historic Steveston Village in Richmond, BC.*

## Reservations

Passengers must complete all our requirements for booking prior to booking their flights, including completing a booking form, waiver, and post-dated cheques for deposit. International Flight reservation should be made as soon as possible.

## Deposits

A deposit of \$600.00 CAD (\$300 is non-refundable) is required per person at the time of booking. If the booking is made within 60 days prior to the date of departure from Canada, then full payment is due. Registration after 90 days before departure may require passengers to pay additional fees. A service fee will apply to credit card payments (ask us for details).

## Balance Payments

Balance of payments must be received by the Phoenix Art Workshop no later than 30 days before departure. Failure to comply may result in the cancellation of the reservation and forfeiture of deposits received as per the payment schedule.

## Cancellations

- 50% of the \$600 CAD deposit will be forfeited for any cancellation.
- Thereafter, 60 days prior to departure 50% of the tour cost per person will be forfeited for any cancellation
- Thereafter, 30 days or less prior to departure 100% of the total tour cost per person will be forfeited.
- All cancellation notices must be received by the Phoenix Art Workshop in writing.
- After departure, any voluntary unused tour services or features, including hotel accommodations, ground transportation, domestic or international flights, and sightseeing tours, are neither refundable nor exchangeable.

## Passports & Visas

If an Entry Visa is required, it is the responsibility of the traveller. A valid passport is required for all travellers. Passports must be valid for at least 6 months after date of tour termination. Please note that passport and Visa fees are NOT included in tour costs and are subject to additional charges.

## **Insurance**

As a condition of travelling with Phoenix Art Workshop, travellers are required to purchase travel insurance to protect their tour arrangements against cancellation, medical, and other expenses. This will be the responsibility of the individual traveller.

## **Responsibilities**

Phoenix Art Workshop acts only as an intermediary for independent suppliers and other contractors providing transportation, accommodation, and other related travel services. Phoenix Art assumes no responsibility or liability for any injury, damage, loss, accident with any services resulting directly or indirectly from acts of God, strikes, war declared or undeclared, government regulations, thefts, failure of any means, discrepancies or changes over which it has no control.

Any claims for refunds must be made in writing through the agent from whom the tour was purchased within 30 days after tour termination. Failure to provide Phoenix Art with notice in writing will preclude your right to claims against us.

It is the responsibility for each passenger to look after their own health needs - please check Health Travel Clinic which is up to date with all travel health information, or check with your GP for recommended shots/vaccines or prescription drugs you may require while travelling.

## **Registration Requirements**

To register, please submit the following items:

- Completed Registration Form
- Completed Waiver Form
- Photocopies of Passports
- Copies of Travel and Medical Insurance
- Post Dated Cheques dates as per our schedule

### **Submit by post:**

Phoenix Art Workshop  
#8 - 3891 Chatham St.  
Richmond, B.C.  
Canada  
V7E 2Z6

### **Submit by Email:**

[register@travellingbrush.com](mailto:register@travellingbrush.com)

**YOUR RESERVATION AND DEPOSIT CONFIRM THAT YOU HAVE READ, UNDERSTOOD, AND AGREED TO EACH AND ALL OF THE ABOVE CONDITIONS AND LIMITS ON RESPONSIBILITY.**



# Registration

*Please fill in the information requested below to register for the tour. As group size is limited, we strongly suggest that booking forms be returned as early as possible to ensure that your reservation is in order.*

Name (as per your passport):

Address:

Home Telephone:

Alternate Telephone:

Email Address:

Emergency Contact Person:

Emergency Contact Number:

- Rooming Arrangement:  Twin  
 Double  
 Single (Subject to Supplement)

Special Requests or Remarks (eg: roommates; special meals, dietary restrictions, aircraft seating):

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*The above is by request and strictly subject to availability*



# Waiver Form

**To:** The Phoenix Art Workshop  
8 – 3891 Chatham Street  
Richmond, BC V7E 6J7  
Tel: 604-448-1860  
www.phoenixartworkshop.com

**Name of Applicant:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Telephone:** \_\_\_\_\_

**Email:** \_\_\_\_\_

## RELEASE OF LIABILITY, WAIVER OF CLAIMS AND INDEMNITY AGREEMENT:

In consideration of PHOENIX ART WORKSHOP and their directors, officers, employees, agents and representatives permitting me to participate on their Art Tour, I hereby agree as follows:

1. To WAIVE ANY AND ALL CLAIMS that I have or may in the future have against the PHOENIX ART WORKSHOP, their directors, officers, employees, agents and representatives (all of whom are herein after collectively referred to as the “Releases”)
2. To RELEASE THE RELEASEES from any and all liability for any loss, damage, death, injury or expense that I may suffer or that my next of kin may suffer as a result of my participation on this Art Tour, due to any cause whatsoever, INCLUDING NEGLIGENCE ON THE PART OF THE RELEASEES; \_\_\_\_\_ INITIAL HERE.
3. I AGREE TO HOLD HARMLESS AND INDEMNIFY THE RELEASEES for any injury, loss or property damage to any third party resulting from my participation in their Art Tour; and
4. That this agreement shall be effective and binding upon my heirs, next of kin, executors administrators and assigns, in the event of my death.
5. I understand it is my responsibility to purchase the correct travel insurance independently. I understand that these tours require a minimum number of participants and may be cancelled for a lack of registration.

## I HAVE READ AND UNDERSTAND THE RELEASE OF LIABILITY AND INDEMNITY AGREEMENT.

\_\_\_\_\_  
Signature of Group Member

\_\_\_\_\_  
(please print clearly)

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Date Signed