

**BOOKING TERMS AND CONDITIONS FOR
BISC SCOTLAND HOLIDAY 2006**

1. Provisional bookings will be accepted by telephone, email, mail, or in person.
2. If you book online, you will be emailed a provisional booking confirmation.
3. Provisional bookings will be held for two weeks, then BISC reserves the right to release the place without notice.
4. Your place is only confirmed when you pay a non-refundable deposit of £100, as well as completing a booking form.
5. The full balance is due two months before the holiday, by Tuesday 7th February 2006. If a place is booked after this deadline full payment is required at time of booking.
6. Special arrangements can be made to pay by monthly instalments, however these must be arranged in advance with the BISC Coordinator and are at the co-ordinators discretion.
7. BISC operates the following cancellation policy as the coach, ferry fares and all hostels are paid for in advance: If a there is a cancellation by an individual, a charge will be made as follows:
 - 3-4 weeks prior to the departure date – 35% of the total cost (£139.65)
 - 2-3 weeks prior to the departure date – 50% of the total cost (£199.50)
 - 1-2 weeks prior to the departure date – 75% of the total cost (£299.25)
 - Less than 1 week prior to the departure date – 100% of the total cost (£399)
8. The £100 deposit remains non-refundable at all times.
9. BISC reserves the right to cancel a booking if the payment requirements are not met.
10. It is recommended that individuals take out travel insurance to cover them in such events as loss of money or passport etc. Travel insurance (with Endsleigh) can be obtained through BISC, if requested at time of booking, at an additional cost of £11, or this can be organised individually.