

COST**INCLUDED IN THE PROGRAM PRICE:**

- Travel dates as identified in the travel itinerary
- Shared room accommodations
- Group Leader available 24 hours a day from when you arrive until you depart on your last tour date
- Lunches and dinners as identified in the travel itinerary
- Sightseeing tours and excursions as identified in the travel itinerary
- Airport transfers and transportation between destination cities
- Transportation to all included activities
- Entrance fees to museums and cultural experiences as identified in the travel itinerary
- Group Leader-led sightseeing as identified in the travel itinerary

NOT INCLUDED IN THE PROGRAM PRICE:

- Single room supplement
- Optional excursions
- Beverages and breakfasts
- Lunches and dinners not listed on the travel itinerary
- Transportation to free-time activities
- Customary gratuities (for bus drivers and local guides)
- Porterage
- Expenses caused by airline rescheduling, cancellations, or delays caused by the airlines, bad weather, or events beyond Educator Explorers' control
- Passport, visa, and reciprocity fees or any other fees associated with entry to a specific destination
- Airfare to and from the destination airport associated with the tour

PAYMENT TERMS, CONDITIONS AND DUE DATES:**Account balance due dates are as follows:**

- \$400 non-refundable deposit due at time of enrollment
 - 50% of account balance due 180 days prior to the start of the travel component
 - 100% of account balance due 120 days
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- A late fee of \$95 will be assessed for any missed payments. All late fees are non-refundable.
 - Participants can pay with a credit card through the Educator Explorer website. Additional fees apply.
 - Participants can pay with personal check or through invoice & payment with a sponsoring organization such as a school district.
 - All payment forms must have the participant's name clearly identified.
 - A non-refundable \$35 fee will be assessed each time a payment is returned or declined.
 - Participants are responsible for making on-time payments even if an invoice is not received.
 - If a sponsoring organization is paying on behalf of the participant, it is the responsibility of the participant to ensure that payments from the organization are received on time.
 - All payment due dates refer to the dates by which each payment must be received by Educator Explorers.
 - Educator Explorers reserves the right to cancel the participant's reservation if any payment is past due by 30 days (or 15 days after final payment).
 - Participants will receive electronic invoices in connection with all information related to their Educator Explorers account. Invoice reminders will be sent to the primary e-mail address that participants provide on their enrollment form.
 - Educator Explorers is not responsible for any delay or failure to deliver any invoice, and travelers understand that nothing in these Terms and Conditions relieves obligation to pay any invoice.
 - Participants may elect not to receive electronic invoices and change to billing by US mail at any time by contacting Educator Explorers.

What does the non-refundable deposit include?

All participants must pay the non-refundable, non-transferable \$400 deposit upon enrollment in order for the enrollment to be complete. The \$400 non-refundable deposit secures the participant's spot in the trip and applies to the cost of the program.

Can an organization make direct payments on behalf of participants?

Organizations such as school districts can make direct payments on behalf of participants. Participants should notify Educator Explorers of this arrangement and provide instructions to Educator Explorers regarding invoicing the organization.

STANDARD CANCELLATION POLICY

The cancellation policies outlined below take into consideration the costs Educator Explorers incurs long before the travel component begins. Notice of cancellation from an Educator Explorers tour will only be accepted from the participant. The date of cancellation will be determined by the date on which Educator Explorers receives notice. In order to qualify for refunds in accordance with Educator Explorers' Standard Cancellation Policy, all payments must be received on time.

Educator Explorers' Standard Cancellation Policy

- **91 days** prior to the start of the travel component: Full refund less the \$400 non-refundable deposit
- **61 - 90 days** prior to the start of the travel component: 50% refund less the \$400 non-refundable deposit
- **31 - 60 days** prior to the start of the travel component: 25% refund less the \$400 non-refundable deposit
- **30 days or less** prior to the start of the travel component: No refund will be issued

What if a refund is due?

When applicable, refunds will be issued upon request and after the most recent payment has been in the participant's account for 21 days. Refunds will be issued in the original form of payment unless that is no longer valid, in which case a refund check will be issued in the name that appears on the participant's account or organization that paid on behalf of the participant. A refund check will be mailed 4-6 weeks after the request has been processed. There will be a non-refundable \$35 stop-payment fee for the lost refund checks.

TRAVEL INSURANCE

Should you have to cancel your trip for a variety of reasons, travel insurance may provide protection of your deposits and payments for the trip. Educator Explorers encourages all participants to purchase travel insurance from a reputable travel insurance provider. Educator Explorers is not associated with any insurance providers and assumes no liability for insurance products purchased.

COVID-19 CANCELLATIONS OR MODIFICATIONS BY EDUCATOR EXPLORERS

In the event external events beyond Educator Explorers' reasonable control have not rendered a tour program impossible or illegal as scheduled yet Educator Explorers decides in its sole discretion that the program must nevertheless be canceled, modified, or postponed due to health or safety concerns related to the COVID-19 pandemic or other health-related issue, or because issues related to the COVID-19 pandemic or health-related issue would affect the quality of the program, travelers acknowledge that Educator Explorers' sole obligation to them will be to issue a Future Travel Voucher that may be used for future travel.

CANCELLATIONS OR MODIFICATIONS REQUIRED BY EXTERNAL EVENTS BEYOND EDUCATOR EXPLORERS' REASONABLE CONTROL

Educator Explorers shall not be liable to any participant for the need to cancel, modify, or postpone the tour as a result of events that are beyond Educator Explorers' reasonable control. These matters include such "acts of God" or force majeure events such as actual or threats of: epidemics or pandemics, or other public health issues or emergencies (including, but not limited to the current COVID-19 pandemic); severe weather events or natural disasters including, but not limited to hurricanes, earthquakes, tsunamis, tornadoes, fires, floods, volcanic activity, or landslides; war (whether declared or undeclared); terrorist activities, instability in a destination location, incidents of violence, riot, sabotage, civil commotion, or nationalization; strikes or labor disputes or lockouts, government orders, sanctions, actual or potential quarantines, or other restrictions affecting travel in, to, or around a location; disruption to transportation; chemical or radioactive contamination; or any other reason that makes it actually or potentially impossible or illegal for Educator Explorers to conduct the tours as originally contracted. Educator Explorers incurs substantial non-recoverable costs and expenses of its own in planning, preparing, and pre-paying amounts for such tours. Accordingly, if Educator Explorers cancels a tour for any such reason, travelers will receive an Educator Explorer future travel voucher for all monies paid. Cancellation, modification, or postponements by Educator Explorers for causes described in this section shall not be a violation of its obligations to any traveler.

CANCELLATIONS DUE TO REDUCED PARTICIPANT ENROLLMENT

In the rare situation when multiple participants cancel their enrollments, and there are not enough participants after filling enrollments from the waiting list to make the trip a valuable experience for the remaining participants, Educator Explorers reserves the right, in its sole discretion, to cancel the trip or offer the remaining participants to continue with the trip at an additional cost. In these rare situations, participants will receive a full refund less the \$400 non-refundable deposit or be offered to continue with the travel component at an additional cost. Educator Explorers is not responsible for costs and disruptions including, but not limited to airfare, pre- and post- tour independent travel, fees associated with travel and health insurance, and travel visas, incurred by participants if cancellation is required.

PASSPORTS AND VISAS**Who is responsible for getting travelers' passports, visas, and other travel documents?**

Each traveler must obtain a passport and any applicable visas or other travel documents prior to departure. Tours through Educator Explorers begin at the destination airport. Educator Explorers is not responsible for making travel adjustments or issuing refunds associated with problems arising due to a participant being refused entry to the tour country.

ROOMING**How are participants placed in accommodation rooms?**

Educator Explorers handles final rooming assignments for all travelers. We make rooming assignments based on the sex identified on your application. If you identify as a gender different than that on your passport, please let us know and we will do our best to accommodate your needs. Rooms are twin accommodations (a room with two single beds). Participants are placed in rooms with another adult of the same gender, unless the name of a roommate has been provided. Participants who would like to room together may request Educator Explorers to place them as roommates for the travel dates.

Can participants request a single room?

Participants can request a single room for an additional \$190 per hotel night. Contact Educator Explorers to make this request.

MISCELLANEOUS

When does the tour officially start and end?

Each tour begins at the airport of the entry city and ends at the airport of the departure city. For those traveling independently before or after the tour, the tour may begin at the first hotel and ends upon departure from the last hotel, according to the travel itinerary. The official length of the Educator Explorers tour does not include independent pre-tour and post-tour travel or activities.

What about participants with food allergies?

Educator Explorers recognizes that some travelers may have severe food allergies. We will do our best to ensure that our suppliers are informed of the situation, but we cannot guarantee that all requests will be accommodated. Participants are responsible for making their own arrangements for meals not included in the travel itinerary.

How much additional money should a participant budget for meals and experiences not included in the tour cost?

Participants should budget for meals not included in the travel itinerary. Meal prices vary depending on the eating habits and preferences of each participant. As such, participants should plan to budget between \$10 USD to \$40 USD per independent meal not included in the travel itinerary. Additionally, participants should budget for independent experiences such as additional museums, sightseeing tours, festivals, and transportation not included in the travel itinerary. A general rule of thumb is to budget for approximately \$30/day for these optional, independent experiences. Costs may be more or less per day depending on experiences chosen by the participant.

Anything else I need to know about my itinerary?

Based on your travel dates, there may be times when it becomes necessary to modify your itinerary. Sometimes this involves changing the order in which cities are visited, altering your length of stay in a city or country, or changing the mode of transportation while on tour. On certain days, especially holidays, some tour inclusions may be unavailable. In such cases, we will substitute different inclusions or provide a refund after the tour.

What about lost belongings?

Educator Explorers is not responsible for loss of passports, airline tickets, or other documents, or for loss or damage to luggage or any other participant belongings. In the case of lost travel documents, the participant is solely responsible for meeting the airline's requirements (both logistical and financial) for ticket replacement.

Can a participant enroll on a waiting list if the roster is full?

Upon discretion of the management, a waiting list may be offered for full rosters. The \$400 non-refundable deposit is required for waiting list enrollments. If space becomes available on the roster and the applicant chooses to enroll, the deposit will be applied to the participant account, and the participant will join the roster and follow all payment dates and refund dates for that group. If space is not available 7 days before the first professional learning session or if the applicant cancels from the waiting list, the \$400 deposit will be refunded.

INTERNATIONAL HEALTH INSURANCE

Many domestic health insurance plans do not cover medical expenses outside of the United States. International health insurance may provide protection for unforeseen medical situations while outside of the United States. Educator Explorers encourages all participants to purchase international health insurance from an insurance provider. Educator Explorers is not associated with any insurance providers and assumes no liability for insurance products purchased.

DIVERSITY & BELONGING

Educator Explorers is committed to providing an inclusive learning and travel experience, and all of our participants play a role in this. In your learning group and on tour, you will meet people who represent a variety of backgrounds and beliefs and explore diverse cultures and histories. Our goal is to create an environment that celebrates these differences and fosters learning more about the world, yourself, and your position in the world.