

REGISTRATION FORM FOR CHINA 2018

**Please use a separate form for each person traveling.*

Contact Information

Full name exactly as it appears on your passport

First Middle Last

What you'd like your luggage tags to say: _____

Address: _____

City: _____ Prov: _____ Postal Code: _____

Phone: _____ Fax: _____

E-mail: _____

Please check all that apply:

- I will attend Oct 13 - 23, 2018 trip
- I wish to upgrade my airfare to Business Class - \$6,000
- Please upgrade me to a single room for an additional \$500 (*Accommodations are based on double-bed occupancy.*)
- I will take Xi'an/Terra Cotta warriors itinerary for additional \$200
- I enclosed my trip deposit cheque

Who you are sharing a room with: _____

Who you would like to travel with: _____

Type of Room (please check one): 1 King Bed 2 Queen Beds Triple Beds

***When making your reservation, **IF YOU DO NOT PAY THE SINGLE SUPPLEMENT** you will be paired with another passenger of same gender who is also traveling alone, that has the same itinerary.*

Deposit Information

A non-refundable registration fee of \$300 per person is due with your registration and is included in your total tour fare. The balance is due on or before Friday, July 13th, 2018.

- Cheque Enclosed (Payable to Chamber) Cheque # _____
- Credit Card # _____ Exp. Date _____ CVV Code _____ Name on Card _____
- Passenger is to prepare for a passport, and a visa before departure (See below for visa details*)

Passport # _____ Issue Date _____ Exp. Date _____

Signature _____ Please mail or fax to Halifax Chamber of Commerce 32 Akerley Blvd, Dartmouth, NS B3B 1N1 ♦ (902) 481-1239 ♦ FAX (902) 468-7333 ♦ Email: emma@halifaxchamber.com

A non-refundable registration fee of \$300 per person is required and due at the time you register. This will be deducted from your total tour fare, the balance of which will be due by July 13, 2018. If you need to cancel the trip for any reason after July 13, 2018 you will be at a loss of \$500 on top of the \$300 registration fee, otherwise you will receive a full refund (minus the \$300 non-refundable registration fee).

*Securing or updating a passport is your responsibility. Passports must be valid 6 months past travel date. The Chamber can manage visa applications for an extra \$50. Cost of visa is \$150 (\$200 total). Travelers will need to provide their passport, signed visa application form, copy of driver license or ID, one passport photos and the \$150 visa application fee plus \$50 to the Halifax Chamber of Commerce. There will be a valuable pre-tour briefing for all participants; date, time and location will be announced. We will answer all of your questions and familiarize you with details you will need to know. Citslinc International Inc. has 35 years of experience in the China tour business and we are confident we can respond to your inquiries.

2018 China Trip Q&A

1. Deposit/payment

You will pay a non-refundable deposit of \$300 upon registration. You pay the tour fare balance on ticketing day (July 13, 2018). The Chamber can accept payment by cheque, cash or credit card.

2. Final Itinerary

You will be provided with a final itinerary with the names, addresses, and phone numbers of the hotels, flight information, etc. approx. 1 month before trip departure. This may vary slightly from the current published one. Be sure to leave a copy with someone at home and always carry a copy with you on the trip.

3. Departure (from Toronto)

The to and from flights included in the price leave and return to Toronto. Specific flight/gate/time, etc. information will be available prior to the departure date. You will have to check into your international flight no later than 3 and half hours before the flight take off. Trip participants will be responsible for finding their own way to and from Toronto.

4. The Plane/Flight/Seats

All flights are regular, scheduled passenger flights by Boeing 747, 777 or 787; Seats are assigned at check-in (Airlines contracted with us based on the condition not to pre-assign the seats for group travelers, but you can always try your luck to call airlines after you obtain the flight ticket in hand for a pre-assign). We will check in as individuals, not at as a group. The plane has 4 aisle seats and 2 window seats in each row. We should arrive early enough to get good seat assignments. It is an approximately 12-hour flight. You will be served 2 meals and there will be 3 movies. You will receive your airline tickets before the departure date.

5. Luggage

You are allowed to check in 2 pieces of luggage (max. 50 pounds each, but 70 as total) per person plus carry-on (i.e. luggage and a purse/laptop/briefcase).

6. Frequent Flyer miles

Airlines normally do not count mileage to group travelers. But you can still try your luck when you check in. You cannot use your mileage points to upgrade on this trip, since it is already discounted.

7. Arrival

Upon your arrival to Beijing Airport, after going through immigration and customs, you will see your tour guide holding a sign with your bus number. The tour guide leads you to board your pre-assigned bus. Tip: Don't sleep too much on the plane if your arrival is scheduled in the afternoon or in the evening. You want to be tired when you arrive so you will get a good night's sleep and reduce the effects of jet lag. Please wear your name badge provided by Citslinc.

8. Hotels

Hotels are 4 and 5 star. All of the hotels have Western facilities and include hair dryers and internet service. If you bring electrical appliances or gadgets that will need charging, it is recommended that you bring electrical adapters. Although the hotels have them, you don't want to take a chance that they won't have enough for everyone. Unless otherwise notified, all rooms will be booked as non-smoking.

9. Changing Hotels

The night before we leave each hotel you may be asked to leave your luggage outside the door and a porter will pick them up and make sure they are loaded and ready to leave before the passengers arrive. Other days you may need to carry them to the bus.

10. Meals

Breakfast will be a Western and Eastern buffet at the hotel. Lunch and dinner are family style at local Chinese restaurants. Soft drinks and beer are served. The beer is very good quality. Chinese liquor is very strong. The wine is poor quality.

11. Water

It is not recommended that you drink any tap water unless you boil it. Bottled water is available at the hotel or can be purchased on the bus or from local vendors.

12. Daily Schedule

We will wake up at 6:00 am, eat breakfast at 7:00 am and leave the hotel at 8:00 am for the day's tours and return after 8:00 pm. If you wish to leave the group (or not join the group for the day), let your bus tour guide know.

13. Bus travel

You will be assigned the same bus for the entire trip. Each bus with 50 seats will usually take 20-30 passengers. Your seat on the bus will be "yours" for the day. You can leave personal items on the bus for the day but take valuables with you.

14. Optional Tours

Optional tours will be available for an additional charge. The tour guides will describe them to you and if interested, you will pay the guides in cash (CAD).

15. Dress

Informal. Dress comfortably and in layers. There is no time to change clothes during the day. Bring a coat, dress in layers, jeans are OK for all venues.

16. Weather

In October, the average in Beijing is 13°, with a high of 19° and a low of 8°. In Shanghai, the average high is 23° and the average low is 16°. The weather at the Great Wall will be cooler.

18. Shopping

We will be visiting some factory stores, but don't feel obligated to buy. If you purchase from a street vendor be prepared to barter; do not pay the initial asking price. Many stores are able to ship purchases home for you.

19. Tipping

Tips are not included in the trip fee. Total tips are \$39 for the whole trip. This will be collected in CAD CASH by your first tour guide at the Great Wall. If you receive special services, an additional tip is not necessary, but OK if you wish.

20. Passport & Chinese Visa

You are responsible for obtaining your own passport. It must be valid until at least 6 months after visa is obtained. China's travel visas are valid for 10 years if your passport is applicable. You may get your own at a Chinese Consulate, or the Halifax Chamber can do it for you. If we do it for you, we will need 1 passport photo, your Canadian passport, the Visa application form (complete boxes # 1.1, 1.15, 1.17, 1.18, 1.2, 1.22, 1.23, 1.24, 4.3 and sign),

the \$150 cost and a \$50 processing fee (\$200 total). After we send your packet off, it will be returned in about 2 weeks. We will let you know when we will accept visa applications.

21. Shots/Vaccinations

Special shots or vaccinations are not required to enter or travel in China. Check with your personal physician regarding your situation.

22. Travel Insurance

Citslinc buys Post Departure Travel Insurance policy for each passenger, but it does not cover travel cancellation.

23. Money/Currency

Most stores will accept Visa, MasterCard and American Express. You can exchange CAD and traveler's checks at the hotel, banks, and airport, although US dollars are welcome almost everywhere. If you take out cash, take small denominations. Street vendors do not like to give change. ATMs are available at hotel lobby. Tip: Contact your credit card company to notify them you will be using your charge card in China.

24. Single Travelers

If you are traveling alone and do not wish to pay the additional private single room fee (single room supplement of \$500), the trip planner will try to match you up with a same gender single traveler.

25. Cell phones

Your cell phone will work in China if you buy the international service from your provider.

26. Additional Travel

If you want to leave the group during the tour, please notify your bus tour guide. If you want to do additional traveling after the tour, check with your own travel agent. It is possible, but you will be responsible for all additional costs and arrangements.

27. Suggested Websites:

What you can and cannot bring on the airplane (CATSA):

<http://www.catsa.gc.ca/whatcanbring>

International Travel (US State Department): www.travel.state.gov

Questions about bringing items back from your trip (Canada Border Services Agency):

<https://www.cbsa-asfc.gc.ca/travel-voyage/bgb-rmf-eng.html>

28. Final Advice

Be flexible and adventurous. And remember, you are in a foreign country.

For more information on this event, call your trip planner:

Emma Menchefski

(902) 481-1239

emma@halifaxchamber.com

GENERAL TERMS & CONDITIONS

For 2018

Tour Fare Includes:

- a) **International air transportation:** Round trip transpacific air from designated gateway per itinerary/departure date. U.S. & Canada domestic add-on flights between your home city and the designated gateway is on your own but not part of the tour fare.

- b) **China internal transportation:** All intra-China flights are included per itinerary. Private motor coach land travel, private transfers between airport and hotel, and all China domestic transportation within tour are included.

- c) Canada and China air taxes & governmental fees, and fuel surcharges;

- d) **Accommodations:** First class hotel accommodations are included in your tour cost, based on standard twin-bedded rooms with private facilities. Tour fares shown are quoted on a per person double occupancy rate. Rate for triple occupancy is as same as that for double occupancy. Triple room is a twin-bedded standard room adding a rollaway bed. Single occupancy is subject to Single Supplement charge.

- e) **Sightseeing & Admissions fees:** Comprehensive sightseeing, West Lake cruise and evening shows including admission/entrance fees are included per itinerary. The arrangements of these programs are determined by local tour operator and are based on local circumstances such as weather, traffic, holidays, etc.

- f) **Meals:** Daily meals and local flavors are included as specified in the itinerary. Buffet style American breakfast is served at all the hotels on your trip. Lunch and dinner are usually served in the Chinese food restaurants in a "family style" with a set menu including one glass of selected beverages per person.

- g) **Escorting/Guiding Services:** For a group travel of each tour bus in China, a professional tour guide is assigned along the program to offer local guiding services.

- h) **Porterage:** Luggage handling services are included throughout China.

Tour fare does not include

China visa processing fee \$150/each for Canada passport holder, and an extra \$50 for the Halifax Chamber to manage your visa application (\$200 total).

Passenger Information

Passengers and the chambers who purchased the tour are responsible to ensure that Citslinc is provided with correctly spelled name, address, phone number and passport data for each passenger. Names provided to Citslinc must match exactly the first and last name as appearing on passport(s). Failure to do so will result in denial of boarding.

Deposit

A non-refundable deposit of CAD \$300 per person paid to the chamber or other trip organizer is required to secure your reservation. Reservation will not be confirmed until your deposit is cleared with our company.

Final Tourfare Payment

Final tourfare payment is due by July 13, 2018 for all trip depart in October and November. The Chamber accepts tour fare by credit card payment, while the cheque or money order should be received and cleared by our bank before or on payment due date. Reservation is subject to cancellation if final payment is not received by due date; the deposit will be forfeited.

Cancellation & Refund

Notification of tour cancellation for any reason must be in writing by the chamber who purchased the tour. Verbal cancellation by phone is not acceptable. Any cancellation refunds will be calculated from the date the written cancellation is received in our offices.

Should the traveler(s) cancellation change the room configuration and thereby incurs a single supplement charge to a roommate the amount of charge will be deducted from the travelers' refund. This is in addition to any other cancellation fees that may apply.

To receive any refund, all air tickets and all other travel documents must be returned to Citslinc. Applicable refunds will be processed promptly following receipt of the written cancellation and documents.

Cancellation Penalty Policy makes any cancellation on or after the day of tourfare payment due date and before the trip departure day lose \$500/each, while any cancellation on or after the departure day lose all the tour fare payment,

China visa handling fee is not refundable and is in addition to the above penalty if the visa is processed.

Travel Documentation

All foreign nationals traveling to Mainland China must travel with a valid passport and a visa obtained prior to entering the country. Any passengers participate the trip with Citslinc have to take care of the passport and visa on their own responsibilities.

Itinerary Changes

The world of travel is ever-changing. Therefore, the day-by-day itinerary provided on our website or on the itinerary in your hand is preliminary and subject to adjustment and change. The final verified itinerary will be sent to the chamber who purchase the tour approximately two weeks prior to departure. Citslinc pledges to make every effort to follow tour itinerary precisely, however unforeseen situations do occasionally occur. If a hotel or flight in the itinerary becomes unavailable, Citslinc reserves the right to make substitution with hotel/flight of equal standard and quality. There will be no refunds for any difference in the cost of those accommodations.

Add-on Flights

Add-on fare is not part of the tour price neither is considered to be part of the tour. Due to the nature of complexity of the add-on flight arrangement, Citslinc cannot guarantee and is not responsible for any change on the flight schedule, flight route, airfare and the availability of the flight. Upon receipt of your add-on airline tickets, the Customer must phone the airlines related to confirm the flight and get their seats assigned. Travel insurance is strongly recommended to protect you from flight change, flight cancellation and travel delays. Citslinc cannot be held responsible for any delayed and/or missed connections whether the add-on flights are arranged by us or not.

Shopping

Shopping is always personal matter, and Citslinc is not responsible for any purchases you make during your trip, whether that merchant is part of the scheduled itinerary or not.

Gratuities

The customary gratuities to the tour guides, motor coach drivers, porters and wait staff are not included in the tour price. A once for all tipping costs \$39 throughout the whole journey. .

Baggage

Baggage is carried at passenger's risk and baggage insurance is recommended. Although every effort is made to handle clients' baggage carefully, Citslinc cannot be responsible, assume liability or accept claims for loss or damage to baggage and personal effects due to breakage, theft, or wear and tear throughout the trip.

Baggage allowance differs for the transpacific and the China domestic sections of your trip.

Baggage allowance for transpacific flight is two pieces of checked baggage per person. Total dimensions (Length + Width + Height) of the two pieces must not exceed 107 inches (273cm); maximum dimensions of single piece shall not exceed 62 inches (158cm). Maximum weight per piece is 50 lbs and total weight of the both pieces is not to exceed 70 lbs. Some airlines only allow for one piece of check-in bag (United for example). Each passenger may carry one hand baggage, the dimensions of which shall not exceed 45 inches (115cm) and a personal hand-carry-on, such as purse, camera bag or computer bag.

Baggage in excess of allowances will incur excess baggage charge payable on site by the passenger. Your luggage should be limited to one large checked suitcase and one small carry-on bag per person. Valuables, breakable items, travel documents and medications must be carried personally in a hand baggage.

Health & Medical Issues

Our trips are exciting and active vacations. While there is time to relax, there will also be much to see and do, and your excursions may require an extensive amount of walking. Please check with your personal physician to verify your particular needs. You are strongly recommended to purchase a travel insurance to protect you for the unexpected. Citslinc is not responsible for any costs incurred as a result of medical services or for the quality of medical care received.

For information on health issues while traveling overseas, please contact the Center of Disease Control and Prevention (CDC) by visiting www.cdc.gov/travel

Travel Insurance

We strongly recommend that you purchase travel insurance to protect yourself and your investment in case you have to cancel or interrupt your vacation.

Documents

Final documents including air tickets, hotel lists, final tour itinerary, clothing suggestions, name badges, luggage tags and other pertinent information will be prepared by the chambers who purchased the tour,

with the information from Citslinc e-mailed to the chambers approximately one month prior to departure.

Seller of Travel

Citslinc is Registered Seller of Travel in the State of California, Washington and Florida.

Legal Responsibility

Citslinc acts only as independent contractors acting on behalf of neither the customer (herein referred to as "you") nor the travel suppliers. As a tour operator, Citslinc organizes and sells tour programs consisting of certain services, including air, surface, and water transportation, hotel/cruise accommodations, sightseeing excursions and other package programs that Citslinc purchases or reserves from various suppliers (herein referred to as "Suppliers"). Citslinc does not own nor operate any of these Suppliers.

The Suppliers providing travel services for Citslinc are all independent contractors, and are not agents, affiliates, or subsidiaries of Citslinc. As such, Citslinc cannot be held responsible for any negligent or willful act of any supplier or of any third party.

The passage contracts in use by the Suppliers such as airlines, cruise lines, motor coach lines, rail companies, local land operators, hotels and other travel providers whose services are included in your tour package, when issued, shall constitute the sole agreements between you and such third party suppliers, and are subject to the terms and conditions specified by each individual supplier. Citslinc assumes no responsibility for any itinerary changes imposed by the airlines or China local tour operator.

By utilizing the services of the Suppliers, you agree that you will look to such Suppliers for any disputes, accident, property damage or personal loss to you or to those traveling with you, and that neither Citslinc nor any representative of Citslinc shall be liable.

Citslinc shall not be in any way liable for any inconvenience, accidents, loss, personal injury or property damage to you or to those traveling with you in course of the trip resulting directly or indirectly from any occurrences or conditions including but not limited to delays, cancellations, change of schedule, overbooking or downgrading of accommodations, mechanical or construction breakdown, default of any third parties, criminal or terrorist activities, acts of governmental authority, social or labor unrest, hygiene, disease, customs regulations, weather conditions, Acts of God, or any other actions, omissions or conditions beyond the control of Citslinc.

Citslinc shall not be held responsible for any potential risks and/or hazards associated with travel to destinations covered in our tour programs where unanticipated events may occur. Clients must be aware that there may be different living standards and practices outside of their home country including but not limited to standards of quality, hygiene, medical treatment, provision of utilities such as water, electricity, accommodation, food preparations and services of all kinds. In consideration for embarking upon travel for which you have sought the assistance of Citslinc you hereby agree to voluntarily assume all risks involved in such travel, whether expected or unexpected, or whether directly or indirectly the result of such travel.

Citslinc reserves the right to change the departure date of any trip, withdraw any tours, alter tour itinerary, and substitute hotels, airlines, land travel operators, and any aspect of your tour package for the convenience of the operation of tours. In the event of cancellation, alteration or substitution of such services due to the operation of the Suppliers, delays, weather, act of government authority or other

causes of whatever nature beyond the control of Citslinc comparable services would be offered; and, there shall be no refund or penalties in this connection. Citslinc reserves the right to decline to accept, or retain any person as tour member if such person's physical or mental conditions, in our opinion, impede the operation of the tour. Citslinc reserves the right to cancel the tour prior to departure for any reason. Liability for such cancellation is limited to full refund of money received by Citslinc. Doing so will constitute full settlement with the tour member.

Airlines, motor coach and other transportation carriers concerned shall not be liable for any act, omission or event during the time the passengers are not on board their planes or conveyances. All transportation carriers herein mentioned shall have or incur no responsibility for liability to any traveler aside from their liability as common carriers.

Hotel profiles are based upon information provided to Citslinc by hotels and cruise ships, or their representatives, including images and descriptions of individual properties. Star-ratings may differ from country to country. Citslinc does its best to maintain current information, however, is not responsible for any inaccuracies, changes in features or amenities, or images provided by third parties.

Payment of the required deposit constitutes consent to all provisions of the conditions and general information contained herein for all travelers covered by the payment. The General Conditions under which you agree to utilize the services of Citslinc in arranging the tours may not be amended in any way except in writing signed by an authorized officer of Citslinc.

Citslinc reserves the right to modify this Terms & Conditions, and Customer's continued use of this service will be conditioned upon the Terms & Conditions in force at the time of use.

Citslinc makes every effort to ensure accuracy on the website and brochure; however, Citslinc cannot be held responsible for any errors or omissions in the publications.

Claims & Jurisdiction

All claims against the tour operators must be filed in writing within 30 days after completion of the tour. By utilizing the services of Citslinc., you agree that the exclusive venue for all claims, actions or proceedings against Citslinc of whatsoever nature arising out of this contract shall be the State of California; and, such claim actions or proceedings shall be determined according to the laws and jurisdiction of the State of California.

Limitation of Liability

By booking one of these vacation packages, you acknowledge that in all events Citslinc shall not be liable for any consequential, psychological or emotional damage and that the sole extent of liability of Citslinc shall never exceed the amount actually paid by you to Citslinc.