

# HOLIDAY BOOKING FORM

Please complete in BLOCK CAPITALS, **sign below** and return to our office:  
**Roadmark Travel Ltd., Stockbury House, Church Street, Storrington, Pulborough RH20 4LA**  
 Tel. 01903 741233

## FOR OFFICE USE ONLY

PPI CONFIRMED: \_\_\_\_\_

DATE: \_\_\_\_\_

ENTERED BY: \_\_\_\_\_

BOOKING REFERENCE NO.			HOLIDAY DESTINATION		DATE OF DEPARTURE		
TITLE	INITIAL	SURNAME	ADDRESS AND POSTCODE*		CONTACT TELEPHONE NO.	ROOM TYPE	ROADMARK INSURANCE
							YES/NO
							YES/NO

**Contact Email Address** \_\_\_\_\_

**\*We will use this address for your taxi pick-up unless notified otherwise (please see overleaf for free taxi pick-up areas).**

If more than 2 people are travelling, please use additional booking form(s).

Please provide a name & telephone number for next of kin who may be contacted in the event of an emergency

Do any persons travelling suffer from a **SERIOUS DISABILITY / HEALTH PROBLEM?** YES  NO  If yes, please give details

Will any persons travelling be bringing a walking aid? YES  NO  If so what type? (Please see section overleaf regarding mobility)

## SPECIAL REQUESTS

We will pass any special requests onto the hotel, but these cannot be guaranteed.

Any essential requirements (eg ground floor room, special dietary requirements) must be requested at the time of booking and will be subject to confirmation by the hotel. There may be an additional charge for certain types of room.

Will any person travelling be celebrating a birthday or special anniversary during this holiday? YES  NO

If yes, please give details: Date:  Occasion:

## TRAVEL INSURANCE

It is a condition of booking that all persons travelling have adequate insurance for this holiday. If you are not taking the insurance provided by Roadmark please provide the following information:

Insurer:

Policy No.

Tel. No:

## PAYMENT ENCLOSED

I enclose a cheque payable to **Roadmark Travel Ltd.**

Holiday Deposit  
(or Full Amount if applicable)  £

Insurance Premium(s):  £

**TOTAL**  £

I have read, understood and accept for myself and all other persons named above, the Holiday Booking Terms and Conditions of Roadmark Travel Ltd and have read the Important Booking Information detailed overleaf.

Signature: \_\_\_\_\_ Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

**IMPORTANT – IF THIS BOOKING IS FOR A CONTINENTAL HOLIDAY PLEASE ENSURE THAT YOU NOW COMPLETE THE ADVANCE PASSENGER INFORMATION SECTION OVERLEAF**

# IMPORTANT BOOKING INFORMATION

## HOW TO BOOK YOUR HOLIDAY WITH ROADMARK TRAVEL

Call us on 01903 741233 to check availability. We will be pleased to answer any questions and to make a provisional reservation. We will give you a Booking Reference number to write in the space at the top of the booking form. Please complete and sign the booking form and send it to us within 7 days with the appropriate deposit and insurance premium. Cheques should be made payable to Roadmark Travel Ltd.

## YOUR HOLIDAY DEPOSIT AND BOOKING CONFIRMATION

Unless stated otherwise the deposit is £75 per person. Please note that deposits are non-refundable. We will send you a Tour Confirmation showing the deposit paid and the date by which to send us the final balance. On receipt please check all details and notify us immediately if anything is wrong.

## WHAT IS INCLUDED IN YOUR ROADMARK HOLIDAY?

Unless stated otherwise your holiday with Roadmark Travel includes Door-to-Door service (see below for conditions), return coach travel, excursions and admissions as set out in the tour description. Most holidays include dinner, bed and breakfast. In the majority of cases there will be a choice of menu for dinner and a cooked breakfast will be served. There may be occasions, particularly at overnight or Continental hotels where there will be a set dinner and Continental-style breakfast. Some hotels offer tea and coffee making facilities in bedrooms, however this is rarely provided in Continental hotels.

## TRAVEL INSURANCE

Adequate travel insurance is a requirement for all Roadmark holidays, and is designed to protect you, the client, and Roadmark. Roadmark Travel offers Coach Travel Insurance at an additional cost, which is stated for each holiday. You may choose to take out your own insurance cover, in which case we ask you provide details of the policy on the booking form. Whether you choose our Insurance or an alternative policy it is important that the product meets your specific requirements. For example, you should check that you are covered if a ferry or flight is cancelled due to industrial disputes or weather etc. See page 31 for full details. Coach Travel Insurance is the only product sold by Roadmark Travel.



## MOBILITY

You must inform us if you intend bringing a walking aid. Any walking aids not pre-advised may not be able to be carried. We provide as much information as possible about the holiday itinerary and hotels. However, some of our tours may be unsuitable for those with certain types of disability or mobility problems. If you have any doubt about the suitability of a particular tour please talk to us at the time of booking so that we can answer any questions that you have and provide advice.

## COACHES AND SEAT ALLOCATION

Your seat number(s) will be confirmed at the time of booking and will be included on your booking confirmation. Our coaches have on-board toilet, reclining seats and climate control. We reserve the right, however, to substitute a coach supplied by another operator. Substitute vehicles may not always have the same facilities as our own coaches and seat numbers may be different. Please note that on all coaches we operate a strict NO SMOKING policy, this includes electronic cigarettes.

## PASSPORTS

You must bring a passport on all Continental tours. For any tours outside the EU area your passport should have a minimum of 6 months validity remaining on your return travel date. If your holiday is travelling to, or passes through a member state of the EU, we advise you to obtain and carry a European Health Insurance Card (EHIC), entitling you to medical benefits in member countries.

## DOOR TO DOOR TAXI SERVICE

Unless stated, the price of your holiday with Roadmark Travel includes a taxi that will collect you from home and return you there at the end, providing that the pick-up address is in one of the postcode areas listed below. We can usually arrange taxis for those who live outside this area for an additional cost. The address you provide on the booking form is the one we will use for the taxi pick-up unless you inform us otherwise. We will provide the taxi driver with your telephone number unless you tell us that you do not wish it to be given out. If your house may be difficult to find (eg it is in a rural location) please provide directions to help the driver find you.

## 'TAXI INCLUDED' POSTCODES

BN3, BN5, BN11, BN12, BN13, BN14, BN15, BN16, BN17, BN18, BN41, BN42, BN43, BN44, BN45, GU6, GU7, GU28, RH4, RH5, RH10, RH11, RH12, RH13, RH14, RH17, RH20 Additional costs for all other postcodes available on request.

## ADVANCE PASSENGER INFORMATION

The UK Government has introduced exit checks at all ports. This means that we are required to supply ferry companies and airlines with details of passengers and their passports.

Please take a few minutes to accurately complete this section for you and all others in your party.

TITLE	SURNAME	FIRST NAME(S)	DATE OF BIRTH	PASSPORT NO.	COUNTRY OF ISSUE	DATE OF ISSUE	EXPIRY DATE
Exactly as printed on Passport							

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