



# EXPLORADUS, LLC

## Professional Mountain Guides

P.O. Box 4166 Phone: (307) 733-8812  
1230 Hereford Drive Fax: (503) 213-9861  
Jackson, WY 83001 E-mail: pmg@atrav.com

### Payment, Cancellation and Refund Policy

#### **Payment**

Full payment for a trip is expected sixty (60) days in advance of the departure date. Any one signing up for a trip less than sixty (60) day before departure is expected to make payment in full at the time of signing up for the trip. Please refer to the individual trip itinerary for amounts and prepayment deadlines.

#### **Terms and Conditions**

If you must cancel your trip, you must do so **in writing**. Cancellation refunds will be calculated as of the date we receive your written cancellation.

All payments for travel services not provided to the passenger shall be refunded in accordance with these Terms and Conditions and in accordance with EXPLORADUS LLC dba: Professional Mountain Guides (PMG) cancellation policy, unless PMG consents to different terms **in writing**.

**Processing Fee:** There is a non-refundable fee of \$1,000 per person for each program you cancel. Refunds will be processed 30 days after our receipt of your written cancellation. Please note that if you cancel on or after the scheduled date of departure, you will not receive any refund.

**Cancellation Charges:** Unless otherwise stated, for all cancellations we will refund the cost of your trip less the following per-person charges. Refunds will be given only after the trip has been paid in full. Charges shown include the \$1,000 administrative fee: PMG will establish the "departure date". The term selling refers to the amount you have agreed to pay to PMG for the trip.

<u>Prior to departure date:</u>	<u>Charge</u>
91 days or more...(administrative fee).....	\$1,000
90-61 days.....	50% of selling price
60-30 days.....	75% of selling price
29-0days.....	100% of selling price

**Note:** PMG does not make any refunds for unused portions of a trip.

We strongly recommend you purchase trip cancellation/interruption insurance to protect your travel investment at the time of sign-up. This coverage will offset cancellation charges in the event of illness before or during the trip. Trip cancellation/interruption and baggage insurance is available at a supplemental cost. Details and an application will be sent to you upon receipt of your trip deposit.

PMG reserves the right to cancel trips that are below the trip minimum (usually 4 persons). All trip members will be notified a minimum of 30 days before the trip departs and will receive a full refund. In the event of trip cancellation, PMG is not responsible for additional expenses incurred by trip members (e.g., nonrefundable "advance purchase" air tickets, medical expenses, passport and visa expenses).

**Trip Name:** \_\_\_\_\_ **Departure Date:** \_\_\_\_\_ **Selling Price:** \_\_\_\_\_

**Print the name of the member:** \_\_\_\_\_

**EXPLORADUS LLC**  
**Professional Mountain Guides ~ Jim Williams ~ P.O. 4166 Jackson, WY 83001 ~USA**  
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**Signed:** \_\_\_\_\_ **Date:** \_\_\_\_\_

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