

Hammer Travel, LLC.

1909 E. Wayzata Blvd.

Wayzata, MN 55391

REGISTRATION AND PAYMENT

POLICY AND PROCEDURE

Register for trips over the Internet or by US mail. Deposits must be made at time of registration; \$500 for domestic trips, with full payment due 60 days before travel; and \$800 dollars for Cruises, Alaska, Hawaii, NASCAR, and international trips, with full payment due 90 days before travel. Please note that the deposit only holds a traveler's place until the registration process is complete. Travelers are not confirmed for a trip until full payment and all required registration forms and consents are received. Once the deposit is received Hammer Travel will send the necessary registration forms to be completed and returned, or they can be downloaded from the website. Registration materials (along with traveler's photo) not returned by the due date may cause the traveler to lose his/her spot on the trip. Cancellation penalties may apply. Inaccurate registration information may cause the traveler to be sent home from the trip, at their expense, with no refund. Hammer Travel may cancel a traveler's reservation for the trip, and assess cancellation penalties, if reservation fees are not paid in full or a payment plan is not in place by the due date. Short notice bookings (bookings made after the payment due date) may result in higher rates, and must be paid in full at time of registration.

Payment includes airfare*, one checked bag, all meals at the destination, admission to attractions listed in the travel package, lodging, transportation at destination, gratuities, staffing at 1:4 ratio, a photo CD of the trip, and a phone call from the group leader before the trip. Hammer Travel will make every effort to book only non-stop flights.

Travelers will be billed for any post-trip charges incurred by Hammer Travel on their behalf. These charges may include, but are not limited to; long distance phone charges, pay-TV charges, excess baggage charges, property damage, extra lodging or meal charges caused by delays, and necessary items purchased on behalf of travelers.

Please note: any agency registering four travelers for the same trip may provide a staff at no additional charge.

*Airfare rates are for flights departing from Minneapolis/St Paul International Airport (MSP). Rates may vary for travelers departing from airports other than MSP. Those travelers departing other than MSP, traveling independently, and requiring assistance with flying, must make or have arrangements made for them prior to the trip. Please call Hammer Travel if assistance is needed. No refunds will be given if an airline determines a traveler is not able to travel independently. For those travelers unable to book a non-stop flight Hammer Travel will request the airline provide assistance to accompany the traveler from his/her first flight to the connecting flight. Airline personnel will not remain with a

traveler unless prior arrangements are made (a fee may apply). Please let Hammer Travel know if arrangements should be made for airline personnel to remain with the traveler between flights.