



# SIPRA TRAVELS

We arrange Package Tour, FIT, Student/College Tour, Office Tour, All over India Hotel & Car Booking.

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Web : www.sipratravels.com

Branch Office : 309, 1st Fl, Room No.-14, B. B. Ganguly Street, Lal Bazar, Kolkata - 700012

## AUTHORITY / CONSENT LETTER

I/We do hereby Authorize **M/s. Sipra Travels**, C.T.I. Dasnagar, Howrah-711105, to Perform all Duties & Responsibilities such as Planning. Arranging, Conducting, Booking & Purchasing of Railway/Air/Bus Tickets and such all other related activities of our Forthcoming ..... Package to be Commenced from ..... To ..... For ..... days along with my Family Members as Detailed Below.

Sl. No.	NAME OF THE PASSANGERS	SEX	AGE	AMOUNT
				Rs.
				Rs.
				Rs.
				Rs.
				Rs.
				Rs.
<b>SPECIAL NOTE :</b>			<b>TOTAL</b>	Rs.
			<b>GST 5%</b>	Rs.
			<b>TOTAL</b>	Rs.
			<b>ADVANCE</b>	Rs.
<b>BOOKING MANAGER :</b>			<b>TOTAL</b>	Rs.

ACCOMMODATION TYPE : ..... TRAIN CLASS .....  
L.T.C./LFC: YES/NO. .... DEPARTMENT .....

I/We Accept the Terms & Conditions (Overhead) of **SIPRA TRAVELS** known it all clearly and I/we also agree to abide by the Terms & Condition of **SIPRA TRAVELS** in respect of the tour under reference.

Address :

1. RESIDENCE : .....

PHONE ..... MOBILE .....

2. OFFICE .....

PHONE ..... MOBILE .....

DATE ..... PLACE ..... SIGNATURE .....

3. EMERGENCY CONTACT PERSON NAME ..... CONTACT NO. ....

ADDRESS .....

# TERMS & CONDITIONS

## TOUR PRICE INCLUDED

Deluxe Bus/Car Fare, Accommodation in Hotel, All Food (Morning Tea Breakfast, Lunch, Evening Snacks, Tea & Dinner) Sight Seeing as mentioned (By Bus/Car & By Foot) in the itinerary.

## TOUR PRICE NOT INCLUDED

Sleeper Class Train Fare (Up & Down), Train Food (From Pantry Car), Collie/Porter Charge, Entry Fees at any Sightseeing spot, Ridding Charges, Guide Charge, Ropeway Charges, Helicopter Tickets, any things that not mentioned in itinerary.

## ACCOMMODATION TYPE

DBR (Double Bed Room), Family wise Room will be provided i.e. 3 Persons Adults in a Double Bed Room & 4 Persons Adults in a Triple Bed Room or Double Bed Room with Extra Bed / Mattress on the Floor.

## RAILWAY TICKET & SEAT

A.C. Tickets are not available in the Pick Season & For Train Journey Company are fully dependent on Railway Authority, so that it is not possible to allot any particular seat i.e. Lower/Middle/Upper & also Railway Coach.

## INSURANCE

Company will not provide any Insurance Policy during ongoing tour.

## GST

GST Applicable on total Package Bill as per GOVT. Rules.

## BOOKING RULES

Seats are normally reserved on Payment of Rs. .... Per Head as an Advance Booking of Seat means the passengers has accepted the Terms & Conditions of Sipra Travels.

## FINAL PAYMENT

Full & Final Payment is to be deposited before 20 days by Cash only from the Date of Journey. If the due Amount is not paid within the Due Date, Sipra Travels have the full authority to cancel the Tour of the said passenger.

## CANCELLATION RULES

For cancellation please produce your original Money Receipt, No Cancellation is Accepted over telephone or fax or e-mail.

- 1) Within 24hrs. Booking, Cancellation Charges Rs. 500/- per head.
- 2) 60 days to 120 days from the date of journey @15% P.H. of the Total Tour Price + Ticket Cancellation Charges.
- 3) 30 days to 60 days from the date of journey @25% P.H. of the Total Tour Price + Ticket Cancellation Charges.
- 4) 15 days to 30 days from the date of journey @50% P.H. of the Total Tour Price + Ticket Cancellation Charges.
- 5) 07 days to 15 days from the date of journey @75% P.H. of the Total Tour Price + Ticket Cancellation Charges.
- 6) Within 07 days from the date of journey no Refund.

## N. B.

- Due to unavoidable circumstances if the Tour is cancelled the entire Advance / Deposited amount will be refunded without any compensation or interest.
- Due to Natural calamity, Strike & Political Disturbance, if the Tour is cancelled, Passengers have to pay 20% of the tour price as compensation.
- In case the tour is extended for any unavoidable circumstances the Extra Cost will have to be borne by the Party.
- Company will not undertake any liability towards any Loss/Damages of Life/Theft/Robbery/Accident.
- Company will not responsible for any Hospitalised person who is sick during tour, initial help will be provided.
- All disputes are subject to Kolkata/Howrah/West Bengal Jurisdiction.

I/We hereby declare that I/We read and understood the terms & conditions mentioned in the Brochure that have been explained in a Language known to me. I/we hereby agree to abide by all the terms & conditions.

DATE : .....

PLACE : .....

.....

SIGNATURE