



Zambezi Safari and Travel Co

How to pay for your safari booking

How to Pay

A deposit of 30% of the safari section together with full payment of flights is required to confirm your booking.

The 70% balance is due no later than 90 days before your first day of travel.

If the booking is made within 90 days of travel, full payment is required to confirm reservation.

Payment method

The price for your trip is quoted in US dollars. If you need to know the equivalent amount in another currency please ask us to do a conversion for you.

If payment is made in sterling or Euro from a US dollar quotation, then the US dollar value is converted using Barclays published rates on the date of payment. This applies to all payments and any outstanding balance will be converted into Sterling or Euro on the date of payment.

NB: When paying for a trip due to take place in 60 days or less, payment must be made by cheque or electronic bank transfer

Bank transfers, electronic transactions etc. may be sent in either USD (United States Dollars) or GBP (British Pounds) or EUR (Euros)

Please post cheques (only GBP - British Pounds accepted) to:

Zambezi Safari & Travel Co
Africa House
Poundwell Street
Modbury
Devon PL21 0QJ
United Kingdom

Cheques

Please make your cheque payable to:

“Zambezi Safari and Travel Co”

Include your booking reference number on the back of the cheque e.g. KMN11

NB: there are no additional bank charges if you pay by cheque

Credit/Debit Cards

If you would like to pay by credit or debit card please advise your consultant who will arrange for an online Customer Order to be sent to you so that you can make payment using the secure payment gateway. Your consultant will need to know (1) The currency you wish to make the payment in, (2) The type of card and the first 6 digits on the card.

NB: for card payments we apply an administration fee to partly cover the costs of processing credit cards through our secure booking system:

2% - on GBP Visa/Mastercard

3% - on USD Visa/Mastercard

4% - Amex

There is no charge for prepaid debit cards

Electronic transfer

If paying by electronic transfer, please instruct your bank to make the transfer to one of the following accounts (remember to include your booking reference number on the bank transaction).

NB: Please instruct your bank that you will be paying for ALL bank charges, otherwise these will be reflected as an outstanding balance for your booking.

The address to which transfers should be made is:

The Zambezi Safari and Travel Co. Ltd
Barclays Bank PLC - Plymouth Group of Branches
Plymouth Business Centre, 50 Cornwall Street
Plymouth, PL1 1LU, UK

The accounts details are as follows:

Sterling Payments

Account No: 70785954

Sort Code: 20-68-10

IBAN No: GB86BARC20681070785954

SWIFT BIC Code: BARCGB22

USD payments

Account No: 53004288

Sort Code: 20-68-10

IBAN No: GB76BARC20681053004288

SWIFT BIC Code: BARCGB22

Euro payments
Account No: 59843200
Sort Code: 20-68-10
IBAN No: GB10BARC20681059843200
SWIFT BIC Code: BARCGB22

Cancellation charges

The following cancellation charges based on the total invoice value will be applied:

More than 90 days prior to departure

30% of the safari section is forfeited;

Any payment we have received in excess of the 30% deposit will be reimbursed less any bank charges where applicable;

Flight payments may not be refundable & will be subject to the flight provider's terms & conditions.

60-90 days prior to departure

50% of the safari section is forfeited;

Any payment we have received in excess of the 50% will be reimbursed less any bank charges where applicable;

Flight payments may not be refundable & will be subject to the flight provider's terms & conditions.

Less than 60 days

100% of the total booking value is forfeited.

Flight payments may not be refundable & will be subject to the flight provider's terms & conditions.

No refunds are given on "no shows" or where a person leaves a tour before it is due to end.

Amendments to bookings

A \$50 charge per person per amendment will be levied on amendments made after bookings have been confirmed and put in place.

Specific exclusions

All international and internal airfares are excluded from your bookings unless they are specifically itemised in the itinerary. You should arrange and pay for all your own flights. Please note air schedules are subject to change without notice in Africa - please check on your flights or ask the camp operators to reconfirm your seats. You are responsible for keeping your connections and notifying us if you are delayed or miss your connections.

Visa fees are charged on entry to most African countries - if you are crossing the same border during your stay, please ask for a double or multiple entry Visa to avoid repaying the Visa fee. Visa Fees are not included in your charges for your itinerary; you will need to carry cash (preferably USD) to pay for these. Please

insist on a receipt from the relevant immigration official. You will need to check with the various embassies in your country on the current regulations and charges.

Forms and Authorisations

1. All guests must complete our Guest Information Form. This document is best completed online at http://www.zambezi.com/content/guest_information_form . Please fill in all your details, dietary preferences etc. We will forward these details to the camps to ensure your birthday is remembered, or your particular preferences for fruit juices, mineral water or vegetarian foods and any other special requirements. It also advises us of your next of kin and contact numbers.
2. All guests must send a scanned copy of their passport identification page before your bookings can be confirmed.
3. If you are paying by cheque or bank transfer, please notify your consultant and follow the instructions in this document for sending cheques/bank transfers.
4. If paying by credit or debit card, please advise your consultant as per the instructions in Credit/Debit Card section above.

Note: Payment documents and the Guest Information Form are available by regular mail on request.

Booking conditions

Please note that our Standard Booking Conditions are binding http://www.zambezi.com/content/zambezi_safari_booking_conditions .

Completion of your booking forms is an acknowledgement that you and any person travelling in your group have read, understood and accepted the full terms and conditions.

Important: If you have any problem completing this online, just let us know and we'll send you the forms by letter or email.

Itinerary and Vouchers

Your reservations will be confirmed and a final itinerary will be sent to you after confirmation of final payment about a month before you travel.