



PAYMENT SCHEDULE

Our normal payment schedule is based on the following formula:

- \$400.00 deposit is due with registration.
- \$600.00 is due 30 days after receipt of the initial deposit
- \$500.00 is due 45 days after receipt of the \$600.
- Final balance due in full 60 days prior to departure for Spring tours (March & April) and 90 days prior to departure for Summer tours (May thru Sept).

This schedule may be altered for tours starting their initial enrollment in mid-late Fall, to allow TSA Tours to meet their financial obligations with suppliers.

Tour Directors may request a specific payment schedule if desired, subject to TSA Tours review and approval.

Some airlines are now requiring 60 day advance ticketing. In this case a Spring group may be given a 90 day prior to departure final balance due date.

Actual payment due dates vary by tour and individual, based on when the initial deposit was received. All invoices clearly show payment due dates, final balance date and price guarantee date. Invoices are mailed to all participants once a month. **A late fee is imposed on the final payment due date only.**

Price guarantee date for Spring tours is November 1

Price guarantee date for Summer tours is January 15 (Check terms & Conditions for further information).

The Optional Insurance is removed from the invoice upon the written request of the participant. A form is provided with the initial invoice for this purpose. If that form is not available, the participant may provide any sort of notation on a subsequent payment stating that they do not want the optional insurance. The premium amount will then be removed from the invoice and a notation is added to the invoice indicating that the coverage has been declined.

Payments may be made by credit card using the authorization form on the back of the invoice or a form can be printed from our website. The authorized signature must be provided on this form for each payment made by credit card.

Our full company Terms & Conditions are available on our web site and will be printed in your personalized brochure. **Parents and participants agree to abide by these Terms and Conditions when they sign the initial application card.**

Please contact our office if you require more information.