

1. TRAVEL DOCUMENTS – Upon receipt of your travel documents, please review and make sure name, dates and itinerary are in order.
2. CHECK-IN—For international travel we recommend you arrive 2 1/2 – 3hours before your scheduled departure.
3. RECONFIRMATIONS – Domestic: We recommend that you reconfirm all flights prior to departure.  
  
\*International: You must reconfirm your return reservations a minimum of 72 hours prior to departure or your reservation may automatically be cancelled.  
  
\*Failure to use any segments in your itinerary while in route may result in automatic cancellation of your reservation.
4. EXCURSION AND PROMOTIONAL FARES – Most discount fares involve certain restrictions. A change in carrier(s), flight(s), time(s), or routing(s) could result in a carrier demanding a full fare. *Please contact TravNET for assistance before making changes.*
5. CHANGES — For all changes including before departure and enroute, please contact TravNET directly for assistance before contacting the airline directly.
6. SCHEDULE CHANGES— The time, flights and routes are based on current airline schedules and are subject to change without notice.
7. REFUNDS – Cancelled or unused tickets must be returned for proper credit to your account less any applicable cancellation fees. Lost, stolen, or destroyed tickets paper tickets must be paid for until refund is received from the issuing carrier.
8. OVERBOOKING OF FLIGHTS – U.S. airlines are allowed to overbook flights to allow for "no-show" passengers. However, if passengers are involuntarily bumped, airlines are required to ask for volunteers to give up their seats in exchange for compensation. Compensation is strictly up to the discretion of the airline.
9. TRAVEL INSURANCE – Your personal insurance may not adequately cover losses incurred by cancellation, accident, illness, stolen, or damaged property. Airline and other travel suppliers' insurance for baggage have limited liability. To adequately protect yourself, we strongly suggest that you purchase travel insurance. For additional details, please visit [www.travnet.net](http://www.travnet.net) to view AIG/Travel Guard details.
10. PASSPORT/VISA– A passport is required when traveling outside the United States. Your passport must be valid 6 months beyond your intended stay. Please make sure you have enough pages for custom-stamps. Some destinations do require you obtain a Visa. Please visit [www.travel.state.gov](http://www.travel.state.gov) for the most current travel advise including countries requiring visas and information concerning conditions abroad that may affect your safety and security.
11. DISCLAIMER OF LIABILITY – travNET inc. and Kipling & Clark are acting as intermediaries, or as an agent for suppliers in selling services, or in accepting reservations or bookings for services which are not directly supplied by travNET and/or Kipling & Clark (such as air carriage, hotel accommodations, ground transportation, meals, tours, cruises, etc.). travNET inc. and Kipling & Clark, therefore, shall not be responsible for breach of contract or any intentional or careless actions or omissions on part of such suppliers, which result in any loss, damage, delay or injury to you or your travel companions or group members. Unless the term "guaranteed" is specifically stated in writing on your ticket, invoice, or reservation itinerary, we do not guarantee any of such suppliers' rates, bookings, or reservations. Your retention of tickets, reservations, or bookings after issuance shall constitute a consent of the above, and an agreement on your part to convey the contents thereof to your travel companions or group members. travNET inc. and Kipling & Clark herein give notice that they cannot be held responsible for any disruption of travel and/or related services in "troubled areas" due to Monetary Crisis, Political or Social Unrest, Labor Problems, Mechanical or Construction Difficulties, Climatic Aberrations, Local Laws, Diseases, or Novel Conditions, including Terrorist Activities.