**BOOKING FORM FOR JORDAN HORIZONS TOURS FOR SHORE EXCURSIONS FROM AQABA PORT**

**Guest Details**

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| --- | --- | --- | --- | --- | --- | --- |
| **#** | **Name on Passport \*** | **Passport # \*** | **Date of Birth \*** | **Date Of Issue \*** | **Date Of Expiry \*** | **Nationality \*** |
| 1 |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |
| 4 |  |  |  |  |  |  |
| 5 |  |  |  |  |  |  |
| 6 |  |  |  |  |  |  |

**Cruise Ship Details**

|  |  |
| --- | --- |
| **Description :** | **Details:** |
| **Cruise Ship Name:** |  |
| **Docking Date/Tour Date:** |  |
| **Docking Time:** |  |
| **Departure Time(in the same day or the next day) :** |  |
| **If you are joining a group with us, what is your group name that you want to join?** |  |

**Tour Details**

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| --- | --- |
| **Description :** | Details: |
| **Name of Tour from Website :**  (if customised please write a brief description) |  |
| **Name for Welcome Sign :**  (if you are joiing a group , what is your group name or sign ) |  |
| **Tour Start Time:** |  |
| **Tour Finish Time :** |  |
| **Your Mobile Number :** |  |
| **Whatsapp or Viber Number :** |  |
| **Special Comments** |  |

**PAYMENT METHODS & CONDITIONS:**

*For all tours a 100% deposit (Full Amount) is required at the time of booking. Some cases can be negotiated in terms of a partial payment (deposit) and the remaining balance is required 14 days before the commencement date of your tour.  It is recommended to pay the full amount for the booking.*

**Payment for the deposit and the remaining balance can be made using one of the following methods :**

**1.Credit/Debit Card Payment**

You can use a Visa or Mastercard credit card and Debit Cards to make an advance payment through either Middle East Payment Services (MEPS).  All card payments are subject to a 3% surcharge :

1. Credit/Debit card payments using an online secure link.

Please contact us and a secure payment link will be provided to make an online transaction.

 Using either method for card payments, the transaction will be processed by MEPs Jordan and an invoice will automatically be sent for the amount deducted and will appear on your card statement.

 Please note that you will be charged in Jordanian Dinar. The conversion rate is $1 USD = 0.708 JOD . The 3% surcharge is added to cover the merchant fees.

     B.Credit/Debit Card payments using an authorisation form

To make an offline payment a credit card authorisation form can be downloaded from this link  : [Credit Card Authorisation Form](https://www.johtt.com/images/Downloads__Files/JHT.Authorization.Form.150719.DOCX.docx)

Fill out the authorisation form and return it to us by email or fax (+96232012213)

Attachments required for payments using an authorization form:

* + Copy of credit card (both sides) of person who is responsible for the booking
  + Copy of the passport of the credit card hold

**2.Bank Electronic Transfer**

Bank Details

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| --- | --- |
| **Name of the Beneficiary:** | Jordan Horizons Tours & Travel |
| **Name of the Bank:** | Arab Bank PLC |
| **Account Number in Jordan:** | 0122-062512-4-510 |
| **Swift Code:** | ARABJOAX100 |
| **IBAN Code:** | JO07 ARAB 1220 0000 0012 2062 5125 10 |
| **Bank Full Name :** | ARAB BANK PLC (JORDAN ) |
| **City & Address:** | Aqaba Branch – Jordan |

*If you want to make an electronic transfer please send us by email a copy of the transfer. Bank transfers are only accepted up to 14 days before the commencement of the tour.*

*You will be required to cover all bank and transfer fees associated with the transaction (from your bank and ours) so that we receive the full amount for the tour.*

**3.Paypal**

Account name : [jo.horizons@gmail.com](mailto:jo.horizons@gmail.com) and subject to a 5% surcharge.  A 5% surcharge is to be added to the final agreed amount for your tour to cover the Paypal fees and charges.

Please send the copy of the transfer by email.

**4.Western Union or Money Gram**

If you wish to make a transfer via Western Union or a money gram please contact us for the full details. You will be required to cover the transfer fees yourself so that we receive the full amount for the tour.

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| **CANCELLATIONS & REFUNDS :**  **Cancellation policy for Shore Excursions from Aqaba Port**  Special conditions apply for shore excursions not including overnight/hotel bookings. These excursions can be cancelled 08 days before arrival to Jordan with no penalty. After that date cancellation fees will be 100%. Transfer of a confirmed booking to another tour or departure date is deemed a cancellation of the original booking. There will be no refund for cancellation of unused services on or after commencement date.  In case the cruise ship will not dock in Aqaba Port/Jordan due to weather conditions or any other circumstances we will refund 100% of the payment.  In case of a travel warning to Jordan you can cancel the tour last minute. The money will be refunded to you in full, except additional bank charges or credit card charges are not covered by us.  In case you decide to cancel the tour due to conflicts in neighboring countries, this is possible until 07 days before tour start. We will charge an administrative fee of $25 USD for day tours and the remainder will be refunded. Otherwise the above cancellation fees apply.  **Refunds**  A refund will normally be made to the same account and using the same method used for the original payment. Additional bank charges or credit card charges are not covered by us. |

**If you have any difficulties in filling in the booking form please don't hesitate to ask for help.**