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## TRAVEL CONDITIONS

GLOBAL AID NETWORK (GAIN), NEDERLAND

These travel conditions belong inseparably to the application form Mission Trip Foundation GAIN (Global Aid Network). These conditions also include the conditions for participants who will individually be sent through GAIN.

### ARTICLE 1. APPLICATION: DURATION, DEADLINE, EXCLUSION

We speak of a valid application/agreement once GAIN receives a completed and signed application form and when this is processed and confirmed by e-mail or post. A participant may be excluded from participation on the basis of the information provided. After the deadline indicated on the application form for the concerning project, GAIN has the right to decide whether the application is processed. GAIN may also decide not to process the application before the deadline, when the mission trip is fully booked or if there are other reasons for this.

### ARTICLE 2. TRAVEL DOCUMENT: VALIDITY, COPY, INTERNATIONAL PROJECTS

The participant must possess a valid travel document for travelling in the concerning country where the project will take place. Please note: for traveling to for example Africa, Haiti and Israel it is required to have a passport which is valid for at least six months after the project ends. Along with the application form the participant must send a legible scan or copy of the passport. For countries where a visa is required, the participant has to apply and fill in a separate form. Many countries also require a vaccination passport.

### ARTICLE 3. PRICE: INCLUSIVE, EXCLUSIVE, CHANGES, CALCULATION

The prices on the application form include a GAIN T-Shirt, bag and the costs of the trip and accommodation during the project. The project duration is the moment of arrival on the preparation day or -conference till the moment of the departure from the project. For international trips, the price includes the flight, but excludes the transportation to the airport. The price excludes transportation and accommodation for the preparation meeting in the Netherlands or Belgium, and excludes travel-, accident- and cancellation insurance. If there are big changes in the travel costs or exchange rates, GAIN may change the price of the trip till one month before the start of the trip. In case of a lower price, GAIN will transfer the money back to the participant prior to the start of the trip, only when the participant sends the required information in time. In case of a higher price, the participant will receive a bill. For the conditions concerning this situation see article 5. In a few mission trips project money will be included in the price. In most cases GAIN will choose to not include project money and will collect this together with the participants via sponsor actions etc. to gain money from friends, family or businesses. If desired Gain can give advice and ideas to reduce the travel costs of the participant by sponsor actions.




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#### **ARTICLE 4. PAYMENT: BILLING, PERIOD, DEFAULT**

Payment takes place through direct debit authorization for which the participant signs on the application form. Deviation from an authorization for direct debit will be made only exceptionally. A GAIN associate has to provide written consent that the payment can be done otherwise. The payment must be done not later than six weeks prior to the start of the mission trip. In case of default, regardless of the cause, the participant can be excluded by GAIN of participation in the mission trip.

#### **ARTICLE 5: CANCELLATION OF PARTICIPATION**

Cancelling the participation needs to be submitted in writing. In case of cancellation up to three months prior to the start of the trip, the cancellation fee is 60% of the participation price. In case of cancellation after 3 months before the start 100% of the costs will be charged to the participant. In both cases, refund of airline ticket depends on the airline conditions. This is regardless of the cause of cancellation; therefore, cancellation insurance is advised. Only in the case of a written cancellation within seven days after the price change regarding article 3 or by changes in the rules regarding article 12, the cancellation is free of charge.

#### **ARTICLE 6: CANCELLATION OF THE MISSION TRIP**

GAIN may decide to cancel the mission trip due to external circumstances or because of a shortage of participants. The participant will be informed about this as soon as possible. Within one month after the planned start of the trip, the money will be refunded by GAIN to the participant, provided that the participant has sent the required information in time.

#### **ARTICLE 7: FLIGHT: CHANGES, SPACE FOR CHANGE**

When travelling by plane, the exact flight times can be changed by the airline, until shortly before departure. Until a few weeks prior to the start of the mission trips, the dates can also be modified, due to changes in the flight schemes or due to the redistribution of seats by GAIN. The participant must therefore take into account a margin of one day for the outward journey as well as for the return flight.

#### **ARTICLE 8: ACCOUNTABILITY**

GAIN can in no way be held accountable for the (medical) costs, damage/loss/theft of personal belongings, injuries and/or harm incurred by the participant during the trip. Also, GAIN is not accountable for the damage caused by the participant on site. GAIN is not insured for this; so the participant must insure him- or herself for these events. It is the responsibility of the participant to conclude whether or not to have a cancellation, travel or accident insurance. GAIN advises the participant to check whether he or she is sufficiently covered by his or her travel and health insurance. The mission trip will include sports, games, building and other activities,



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which will entirely and always be at own risk for the participant. If desired, GAIN can arrange a travel and cancellation insurance which covers mission trips.

## **ARTICLE 9: AGREEMENTS AND CONSEQUENCES OF NOT KEEPING THE AGREEMENTS**

The participant is expected to adhere to the code of conduct established by GAIN. These agreements will be sent in an information letter prior to the trip as well as on the mandatory preparation day or conference. The participant must take into account certain cultural and religious customs, standards and values of the concerning country. GAIN values the code of conduct because of its importance to the testimony of the organization, the specific safety situations and the position of the organizations with which GAIN cooperates. If the participants by his or her behavior hinders the relationships within the team or the process of the project or if his or her behavior harms GAIN and/or its partner organizations, GAIN may decide to send the participant home earlier. In this case GAIN will not (partially) refund the travel expenses. The additional costs associated with an earlier departure are the sole responsibility of the participant.

## **ARTICLE 10: VACCINATIONS**

It is the participants own responsibility to have the proper vaccinations required for visiting the destination of the mission trip. The required vaccinations can be inquired by the general practitioner or health center. GAIN will give vaccination advice before every trip and mentions it in the information letter of the trip.

## **ARTICLE 11: COMPLAINTS**

Complaints should be reported to the travel guide or to the local project leader, preferably at the time the complaint arises. Besides this the complaint should be submitted in writing to GAIN. GAIN is obliged to respond in writing within eight weeks on this complaint.

## **ARTICLE 12: AGREEMENTS: CHANGES, GROUNDS**

GAIN can modify the program and the agreements till one month prior to the start of the trip provided that there are important grounds for this. These changes and grounds will be announced to the participant. The possibilities for cancellation according to these changes, as well as the consequences thereof, are described in article 5.

## **ARTICLE 13: PROJECT AND PARTNERS**

The first two years after the trip, the participant is not allowed to return to the concerning GAIN project, neither to use the contacts or partners of GAIN without consent of GAIN Netherlands.

