



**SPRING 2002 – PRAGUE & BERLIN  
SPECIAL REQUESTS FORM**

Your name:	
Social Security Number:	
Address:	
Phone, home:	Phone, office:
E-mail address:	
Country of passport:	Passport number:
Issue Date:	Valid Until*:
<b>ACCOMMODATIONS</b>	
<input type="checkbox"/> I will occupy a single room at the supplemental cost of \$685	
<input type="checkbox"/> Twin bed (2 separate beds) accommodations, my roommate is**:	
<input type="checkbox"/> Double bed (1 large bed) accommodations, my roommate is**:	
<b>AIRLINE ARRANGEMENTS</b>	
Accent Group/Lufthansa will attempt to assign you your individual seat request	
<input type="checkbox"/> aisle	<input type="checkbox"/> window
<input type="checkbox"/> economy	<input type="checkbox"/> business class (\$5,382 supplement, subject to change)
Special Meal Requirements: <input type="checkbox"/> Vegetarian <input type="checkbox"/> Diabetic <input type="checkbox"/> Kosher <input type="checkbox"/> Other:	
<b>GENERAL</b>	
<input type="checkbox"/> I will participate in the basic program ***	
Any other special request:	

\* Your passport should be valid for at least 6 months after your return date.

\*\* Roommates need not be specified at this time. You will be given an opportunity to select a roommate once classes have begun; or you can leave it up to Accent Group, the agency that makes our air travel, ground travel, and hotel arrangements.

\*\*\* Requests for a deviation from the basic program MUST be received in writing by The Accent Group as soon as possible.

Please complete and return this form to:

The Accent Group  
225 South 15<sup>th</sup> Street, Suite 901  
Philadelphia, PA 19102  
Ph: 800-422—2368; 215-545-7670  
Fx: 215.545.7491  
E-mail: [Accent@Accentgrp.com](mailto:Accent@Accentgrp.com)

**DEPOSITS  
SPRING 2002 – PRAGUE & BERLIN  
RESERVATION FORM**

The Philadelphia University business office will process the deposit required for your reservation. A copy of this reservation request must be submitted to the business office with a deposit check or credit card (Visa or MasterCard only) authorization of \$500.00 per person. Checks should be made payable to: Philadelphia University.

Enclosed is the deposit check of \$500.00 per person for \_\_\_\_\_ people = \$ \_\_\_\_\_

I authorize Philadelphia University to charge my credit card – either Visa or MasterCard only.

Card Number \_\_\_\_\_

Holder Name \_\_\_\_\_

Expiration date \_\_\_\_\_

Amount \_\_\_\_\_

Date \_\_\_\_\_

Signature \_\_\_\_\_

(Credit card authorization will be accepted only upon completion of all information.)

Checks are to be made payable to "Philadelphia University" and mailed to  
Mr. Kevin Glass, Controller  
Philadelphia University  
School House Lane & Henry Avenue  
Philadelphia, PA 19144

Cancellations after December 6, 2001 will result in penalties.

The cost of the trip is \$2,800 and does not include the cost of any course credit associated with the trip. All final payments will be due by January 10, 2002. You will receive an invoice from the Philadelphia University business office for this balance.

## INFORMATION AND CONDITIONS SPRING 2002 – PRAGUE & BERLIN

**TOUR COSTS** \* Tour prices are based on special group rates for land and air services, requiring full participation. All costs are based on group rates in effect as of September, 2001 and are subject to change.

**DEVIATIONS** \* Any deviation from the scheduled itinerary will be at the member's personal expense. Requests or deviations must be submitted in writing to this office with passenger's deposit. Any subsequent requests must be submitted in writing.

Arrangements may incur an administrative charge of \$50.00 in addition to any charges incurred for additional services requested. Hotel transfers are not included when deviating from group itinerary.

Due to airline regulations regarding this group airfare, if you wish to travel on dates other than the group dates, a surcharge may be applied. In addition, the applicable airfares at the time of booking may apply.

**NO REFUNDS ON UNUSED PORTIONS OF THE TRIP.**

**TRAVEL DOCUMENTS** \* A valid passport is necessary for travel. Visas are NOT required for entry into any of these countries, for U.S. citizens. CITIZENS OF OTHER COUNTRIES MAY REQUIRE VISAS and SHOULD CONTACT THE ACCENT GROUP DIRECTLY.

Please be sure that your passport is valid for at least 6 months from the conclusion of the trip.

**BAGGAGE** \* One pieces of check-in baggage, maximum size of 62 inches in dimension. It may weigh no more than 70 pounds. In addition, every passenger may have a carry-on bag not to exceed a dimension of 45 inches or a weight of 40 pounds. Carry-on bag(s) must fit beneath the aircraft seat or in the overhead compartment

**NOT INCLUDED** \* Items not specifically covered in this literature, such as passport fees, baggage insurance, airport taxes, gratuities to guides and tour escorts, food and beverages not on the regular menu of the included meals, baggage handling at point of origin and termination and all other expenses of a purely personal nature.

**AIR TRANSPORTATION** \* Economy class jet by Lufthansa or other IATA carrier from departure cities. Individual airfare based on the NON-REFUNDABLE airfare. All airfares are subject to change. Airfares must be paid not later than 30 days prior to commencement of travel and is based on a 7-day minimum and 1-month maximum stay. This airfare in non-refundable and is subject to forfeiture if cancellation is affected by passenger.

**CANCELLATIONS** \* All cancellations at all times will be charged a \$50.00 per person administrative fee. Cancellations less than 90 days prior to departure may result in substantial fees levied by the airlines or hotels.