



PAYMENT TERMS AND CONDITIONS

OUTWARD BOUND AUSTRALIA (OBA) – DUKE OF EDINBURGH ADVENTUROUS JOURNEYS

1. MINIMUM CHARGE

- I.1 Minimum charge is \$1,050 per day for up to 10 participants on bronze, silver or gold programs.
- I.2 Each additional participant is charged at \$105 per person per day, up to a maximum of 12 participants per group
- I.3 Prices valid 1 January 2019 to 31 December 2019

2. INCLUSIONS AND EXCLUSIONS

2.1 Course fees include:

- a) Fully supervised hike
- b) Maps & compass for use during the hike – and instruction how to use them
- c) Group emergency communications equipment
- d) Camping fees
- e) National park fee

2.2 Course fees do not include:

- a) Personal clothing
- b) Personal equipment (e.g. backpack, tent, sleeping bag and mat)
- c) Stove and food
- d) Transport to and from the course location.

There is no charge for:

- a) Up to two accompanying teachers per group

3. TAX INVOICE

- 3.1 The Tax Invoice summarises course details including dates, number of participants, payment amounts for the Course Fee (consisting of the Deposit and the Balance) and the due dates for each component.
- 3.2 The amounts stated are based upon the participant numbers expected, type of course and dates booked at the time the Tax Invoice is written.
- 3.3 Payments are due in 2 instalments 1) Deposit and 2) Balance.
- 3.4 Deposit
 - a) The Deposit is 20% of the Course Fee.
 - b) The Deposit is due 30 days from the invoice date.
 - c) The Deposit is required to confirm your desired dates and upon receipt of this payment, we will commit resources for your course
 - d) The Deposit is non-refundable.
- 3.5 Balance
 - a) The Balance is the remaining 80% of the Course Fee
 - b) The Balance is due on or before 30 days prior to the Course commencement date.
 - c) If the Balance is not received in full by 14 days prior to the commencement date of the program, OBA reserves the right to cancel the Course and retain or demand from you 50% of the Balance.

4. CHANGES TO THE NUMBER OF COURSE PARTICIPANTS

- 4.1 Changes to the number of participants 30 days or more prior to the Commencement will result in an adjustment to the Balance and an updated invoice being issued, if applicable.
- 4.2 Within 30 days of the Commencement date the following will apply:
 - a) An increase in the number of participants, provided OBA can cater for this increase, will result in an adjustment to the Balance and an updated invoice being issued.
 - b) A decrease in the number of participants will not result in an adjustment of fees.

5. CANCELLATION AND REFUNDS

- 5.1 All cancellations must be made in writing to OBA.
- 5.2 Cancellation up to 90 days from Course Commencement
 - a) If you cancel the Course up to 90 days prior to the Course start date, 50% of the Deposit may be transferred towards payment of Course Fees on another OBA course provided such program is booked to run within 12



months of the scheduled start date of the original Course. The balance of the Deposit will be retained by OBA to cover costs incurred.

- b) If you do not use the transferrable 50% of the Deposit by the required date, OBA will retain 100% of the Deposit
 - c) If you cancel the Course within 90 days prior to the Course start date, OBA will retain 100% of the Deposit
- 5.3 Cancellation up to 60 days from Course Commencement**
- a) If you cancel the Course within 60 days of the scheduled commencement date and payment has been received, OBA reserves the right to retain 50% of the Balance.
 - b) The remaining 50% of the Balance will either be refunded to you or held by OBA in credit for a future course in accordance with your instructions.
 - c) If payment has not yet been received in full by OBA by that time, you are liable to effect payment (or the balance of payment) totalling 50% of the Balance prior to the scheduled commencement date of the Course.
- 5.4 Cancellation within 30 days from Course Commencement**
- a) If you cancel the Course within 30 days of the scheduled commencement date, OBA will retain 100% of the Deposit and 100% of the Balance.
 - b) If payment has not yet been received in full by OBA by that time, you are liable to payment of the full Course Fee.
- 5.5 Cancellation by OBA**
- a) If for any reason within reasonable control (apart from non-payment of Course Fees) OBA cancels the program, OBA will attempt to reschedule the Course to a mutually convenient time. Should we be unable to agree with you on a mutually convenient time, the balance may be held in credit towards payment of a future Course in accordance with your instructions. Should we be unable to reach agreement in respect of either of these courses of action, OBA will provide you with a full refund.
 - b) If OBA cancels the program because of circumstances beyond its reasonable control (including but not limited to Acts of God), OBA will reschedule the Course to alternative dates and/or locations as appropriate.
 - c) If OBA is unable to provide reasonably suitable alternative arrangements OBA will provide you with a full refund.
 - d) If OBA is able to provide reasonably suitable alternative arrangements but you do not wish to accept these arrangements, OBA may offer you a partial refund, this is at OBA's absolute discretion.
 - e) No refund or discount will be provided for early departures or late arrivals to a Course.

6. GOODS AND SERVICES TAX

- 6.1 The GST amount is to be paid on the Course Fee and will be shown exclusive to the Course Fee on the Tax Invoice.

7. ACCEPTANCE OF TERMS AND CONDITIONS

- 7.1 Payment of the Deposit will be taken as full acceptance and agreement to the above terms and conditions.

8. PAYMENT METHOD

Direct Deposits (preferred): Outward Bound Australia
National Australia Bank
BSB: 082-902
Acct: 808 779 416

Cheques payable to: Outward Bound Australia
Addressed to: Finance department
Outward Bound Australia
Naas Road
THARWA ACT 2620

Please retain a copy of these Terms and Conditions for your records.
We can also arrange payment to be made in equal monthly instalments.