

LONDON
THEATRE
ACADEMY



International Visitor Brochure

Theatrical Education and Tourism

“Education is a wonderful thing, provided you always remember that nothing worth knowing can ever be taught.”

-Oscar Wilde





Dramatic Possibilities

WHO WE ARE AND WHAT WE DO

London Theatre Academy is an educational tour operator with an emphasis on the passion, creativity, and learning possibilities that are inherent in the theatre. Working with some of the world's finest theatrical institutions, including the **Royal Shakespeare Company**, the **National Theatre**, and **Shakespeare's Globe**, we offer a variety of practical workshops for all ages and abilities. As well as this drama-based training, your tour with London Theatre Academy will include theatre-themed excursions such as a backstage theatre tour or a walking tour of Shakespeare's London. You will also enjoy more traditional London sight-seeing experiences, encompassing more than 2,000 years of history and visiting some of the world's most famous landmarks. Of course, no trip to London would be complete without seeing exactly why it is the theatre capital of the world; we guarantee you tickets to no less than 3 shows during your stay*, with possibilities including the Royal Shakespeare Company, National Theatre, and musicals or plays in the West End. We are often even able to offer a combination of workshop with performance to enhance the understanding of a piece, or the opportunity to meet or work with members of the cast.

WHY TAKE AN EDUCATIONAL TOUR?

Foreign travel and all that it involves - meeting new people, living in different cultures, experiencing different sights, tastes and sounds - is an education in itself. When it is combined with a comprehensive program of activities designed to challenge, entertain and inform, the possibilities are infinite. Students who have been allowed the freedom to learn for themselves and expand their horizons take their new skills back into the classroom and reap the rewards. Educational tourism is internationally recognised as a way of enhancing both academic and professional potential, and is factored into selection processes by Universities and employers. And of course, it's also really good fun!

**During a week long tour*

Why travel with London Theatre Academy?

WE KNOW THEATRE, WE KNOW TRAVEL

We know their potential to inspire and educate and we've seen how they develop personalities and bring people together. Our years of experience in theatre, education, and tourism give us unique insight into the demands of our customers and how best to meet those needs. This experience also means we are able to work with the very best of British theatre while providing high-quality tourism opportunities.

A TOUR TO SUIT YOUR NEEDS

We understand that each group is different and we know how important it is to get exactly the right experience from your tour. As an independent tour operator we are able to offer the personal and detailed service that you deserve. In addition to our basic package, we offer the opportunity to tailor your tour to suit your group's needs: choose from a range of exciting and affordable full and half-day excursions and workshops. For the most specific requirements, we can work with you to build a customized tour ideally suited to your group - and your budget.

FREE ADULT PLACES

We know how important it is to have a properly supervised trip, that's why we offer a free adult place for every 8 places booked or, alternatively, use the places as credit towards optional activities or other London Theatre Academy products.

DEDICATED TOUR DIRECTORS

We provide you with the full-time services of an actor or theatre practitioner as your Tour Director to manage your tour from start to finish and ensure that you and your group are free to immerse yourselves in the experience.

SAFETY POLICY

London Theatre Academy is regulated by the UK's Package Tours Regulations 1992. In addition to this, we fully comply with the DFES guide "Health & Safety of Pupils on Educational Visits 1998" and the appendices added in 2002. London Theatre Academy maintains a Safety Management System, a copy of which is available on our website. Key elements of this system include:

- ◆ Safety audits of all suppliers
- ◆ 24-hour emergency assistance available during your trip
- ◆ Financial security through the Travel Trust Association (see below)

ETHICAL AND ENVIRONMENTAL POLICY

London Theatre Academy maintains an Ethical and Environmental policy, a copy of which is available on our website. Key elements of this policy include:

- ◆ Ethical banking
- ◆ Optional offsetting of flights
- ◆ Environmental impact study

The Script

YOUR SAMPLE GUIDE TO A TOUR WITH LONDON THEATRE ACADEMY

We cannot guarantee to always provide these specific elements, but where one is unavailable we will replace it with one of equal or higher value. The order of each day and the week may vary from tour to tour.

DAY 1

Overnight flight to London. We allow you the freedom of having your flights included in the package or of arranging them yourself.

DAY 2

Arrive in London. Here you'll be met by your Tour Director, an actor or theatre practitioner who will remain with you for the entire trip. Transfer by private coach to London hotel.

Walking tour of Shakespeare's London or Central London. Follow in the Bard's footsteps as you discover Elizabethan London or walk through the city's most famous streets.

Optional or Free Time in London. Choose between one of our exciting optional excursions or workshops (time allowing), or relax and enjoy some free time.

DAY 3

Workshop at Shakespeare's Globe. An incredible opportunity to work with Shakespeare's plays through the context of the Globe Theatre, this interactive workshop brings Shakespeare's characters and plots to life and teaches how to engage with the text as a script for performance.

Guided tour of the Globe. Learn about the fascinating history of one of London's most famous buildings and then maybe strut your stuff on the stage and discover how Shakespeare's plays work in performance.*

London sight-seeing. A qualified Tour Guide leads you on a private coach tour of London's most famous sights. From Big Ben and the Houses of Parliament to Tower Bridge and St. Paul's Cathedral, uncover London's history first-hand. Also look out for our more recent landmarks such as the Tate Modern and the Millennium Bridge to discover why London is a leading world city.

Evening Performance. Watch some of the UK's best performers live on stage.

DAY 4

Optional full day excursion. Choose from:

- ◆ Stratford-upon-Avon and the Royal Shakespeare Company
- ◆ Stonehenge and Bath
- ◆ Royal Palaces
- ◆ Harry Potter Locations Tour
- ◆ Paris Day Trip

Optional half-day excursion or workshop. Alternatively, choose from our London-based optional excursions or workshops, or enjoy some free time.

Optional Performance or Medieval Banquet. Enjoy an extra show or dine in period style with characters from London's medieval past. (This may not be possible with some full day excursions.)

**The content of this tour varies depending on the season*

DAY 5

Workshop at the National Theatre. Led by National Theatre practitioners, this lively workshop will relate to the evening performance.

Backstage tour of the National Theatre. Go behind the scenes of the UK's flagship theatre and explore three separate auditoriums and their scenic workshops and backstage areas with your National Theatre guide.

Performance at the National Theatre. Enjoy a performance at Britain's top theatre even more thanks to your insight gained in the workshop.

DAY 6

Optional full day excursion. Choose from:

- ◆ Stratford-upon-Avon and the Royal Shakespeare Company
- ◆ Stonehenge and Bath
- ◆ Royal Palaces
- ◆ Harry Potter Locations Tour
- ◆ Paris Day Trip

Optional half day excursion or workshop. Alternatively, choose from our London based optional excursions or workshops, or enjoy some free time.

Optional Performance or Medieval Banquet. Another opportunity to enjoy an extra show or dine in period style with characters from London's medieval past (this may not be possible with some full-day excursions).

DAY 7

Workshop at the Victoria & Albert Museum Theatre Collections. This workshop will focus on theatre history and approaches to theatre with the aid of archived video material and objects from the collection. Practical games and exercises are also used to learn about the rehearsal process and how directors, designers, and performers collaborate.

Tour of Covent Garden. As well as the best street performance acts in London, Covent Garden is also home to the Royal Opera House (and some of the best shopping).

Evening Performance. Enjoy another show in one of London's theatres.

DAY 8

Transfer by private coach to airport. Your Tour Director escorts you to the airport for fond farewells and your flight home.

Optional Extension. Alternatively, extend your stay and enjoy more optional activities.

From \$1350 (excluding flights) per person includes:

- ◆ Hotel accommodation and Breakfast
- ◆ Evening meals
- ◆ Full-time Tour Director
- ◆ Workshops as specified
- ◆ 3 Performances
- ◆ Private coaches as specified
- ◆ Public transport for included activities
- ◆ Licensed guide for London sight-seeing
- ◆ Entrance fees and excursions as specified

Optional Excursions and Workshops

Ever wanted to know how to fight on stage or learn improvisation techniques from a top professional? Maybe a day in Stratford-upon-Avon, Shakespeare's birthplace, and work with the Royal Shakespeare Company before seeing them in action? How about a quick trip under the Channel for a day in Paris? We offer a wide range of full-day, half-day, and evening optional excursions to help you customize your tour.

FULL-DAY EXCURSIONS:



STRATFORD-UPON-AVON AND THE ROYAL SHAKESPEARE COMPANY

Visit Shakespeare's birthplace and learn from the experts. As well as visiting the house where the Bard was born, get some tips in an exclusive workshop with the Royal Shakespeare Company and then watch them in performance in the RSC's award-winning Courtyard theatre.

From \$130 per person includes:

- ◆ Private coach travel
- ◆ Entry to Shakespeare's Birthplace
- ◆ Workshop with the RSC
- ◆ Theatre tickets



STONEHENGE AND BATH

Take a fully guided trip to Britain's oldest and most mysterious landmark and then on to Bath, a city famous for its Roman baths and Georgian architecture celebrated in the novels of Jane Austen.

From \$98 per person includes:

- ◆ Private coach travel
- ◆ Qualified guide
- ◆ Entry to Stonehenge
- ◆ Entry to the Roman baths

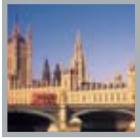


ROYAL PALACES

Visit two of the most famous attractions in Britain in one day and learn about our Royal Heritage from your qualified guide. Choose from Windsor Castle, Hampton Court Palace, and the Tower of London.

From \$98 per person includes:

- ◆ Private coach travel or public transport
- ◆ Qualified guide
- ◆ Entry to your choice of two of the palaces

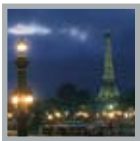


HARRY POTTER LOCATIONS TOUR

Spend a day walking in Harry's footsteps with your guide. Start with a photocall at Platform 9 3/4, see where Ron and Harry sail over the spires in their magical Ford Anglia, visit the location for Diagon Alley, cross the same bridge where the Knight Bus squeezed between two London Routemasters, take lunch in the film location for The Leaky Caldron, pass by JK Rowling's London home, and walk along the real inspiration for Diagon Alley in London's Covent Garden.

From \$68 per person includes:

- ◆ Private coach travel
- ◆ Qualified guide



PARIS DAY TRIP

Depart from Europe's newest station and travel at 186mph under the English Channel on Eurostar to the City of Lights with your Tour Director and embark on a whirlwind tour of its celebrated sights. A coach and local guide will meet you on arrival for some guided sightseeing and history before you stop in the *Quartier Latin*, the favored area of artists and writers, for a bite to eat. After lunch, the top of the Eiffel Tower awaits before a boat cruise down the Seine and, finally, your train home.

From \$230 per person includes:

- ◆ Return Eurostar tickets (standard class)
- ◆ Private coach travel (half day)
- ◆ Qualified guide (half day)
- ◆ Eiffel Tower entrance fee
- ◆ Seine boat cruise

HALF-DAY EXCURSIONS AND WORKSHOPS:

WORKSHOPS

Our half-day workshops are all four hours long and led by top industry professionals. Locations for the workshops include rehearsal rooms at the famous Old Vic Theatre, where Kevin Spacey is currently Artistic Director, as well as other prestigious locations in London.

For specific details of optional workshops, please email info@londontheatreacademy.com

Choose from:

- ◆ Stage Combat
- ◆ Improvisation
- ◆ Mime
- ◆ Physical Theatre
- ◆ Voice
- ◆ Singing
- ◆ Dance/Movement
- ◆ Text

From \$50 per person. We are also often able to accommodate other workshops on request.

EXCURSIONS

Our half-day excursions are all fully guided. Choose from:

Windsor Castle

Visit one of the Queen's official residences, the largest occupied castle in the world - and maybe see the changing of the guard. *From \$60 per person: includes private coach, guide and entry.*

Tower of London

Learn about the Tower's gruesome history from your guide and get a picture with the official guards - the famous Beefeaters. *From \$50 per person: includes guide and entry.*

Hampton Court Palace

Discover why this was Henry VIII's favorite palace and see England's last and greatest medieval hall. *From \$60 per person: includes private coach, guide and entry.*

Oxford

Take a trip to England's most famous University town and visit one of its colleges. *From \$60 per person: includes private coach, guide and entry to Brasenose college.*

EVENING PERFORMANCES AND MEDIEVAL BANQUET

Performances

You can add an extra performance of your choice (depending on availability) to your itinerary to compliment those already scheduled. Choose from a wide range of West End musicals and plays, or smaller off-West End or Fringe venues. *Prices vary according to performance.*

Medieval Banquet

In an atmosphere reminiscent of Henry VIII's court, enjoy a four-course banquet (vegetarian option available), and over two hours of live entertainment from dancing wenches and court jesters to magicians and the incredible strong man. *From \$75 per person (beverages not included).*

Frequently Asked Questions

WHY ARE FLIGHTS NOT INCLUDED IN THE PRICE?

Our groups come from all over the world and from widely different areas in the same country, and to offer a flat rate including flights would not reflect these differences. We offer the flexibility of arranging your own flights - which can be done through our travel partners JTAir via the Flights and Insurance section of our website - or having them added on to the cost of your tour. We are happy to arrange your flights for you and with JTAir you can be safe that you are ATOL protected and getting a great price.

WHY ARE PRICES 'FROM'?

Seasonal variations in pricing and changing costs in the travel industry mean that we feel it is better for us and our groups to give a direct cost when we send you a quote for your tour. There is usually very little difference between the cost in the quote and the published 'from' cost. All prices are based on student rates, we offer a free adult place for every 8 students who book but an additional supplement may apply for adults without a free place.

DO I HAVE TO TRAVEL IN A GROUP, AND WHO IS THE GROUP LEADER?

Individuals, small groups of friends, or any group under 25 people can be consolidated with others to make up the required numbers - provided at least one traveler is over 18 and prepared to lead the group. This is a fun way to travel and allows you to take advantage of the cheap rates for groups. A degree of flexibility regarding dates and itinerary is required in these cases, or it may be possible to pay a per-person premium in order to have a private tour.

WHAT IS THE STANDARD OF ACCOMMODATION THAT YOU USE?

We always use 2 or 3 star hotels, selected by a senior member of London Theatre Academy, with students sharing a twin, triple or quad room and adults a twin or double on request (single rooms are available for an additional per-night cost). The accommodation we use is inspected in accordance with our safety policy and, unlike other tour operators, we are prepared to discuss and negotiate elements of your hotel accommodation such as location and numbers per room.

WHAT MEALS CAN WE EXPECT?

We carefully select our restaurants to reflect the wide variety of cuisine that London has to offer. Meals always consist of at least two courses and the restaurants are all inspected in accordance with our safety policy, we are also prepared to discuss restaurant types and menu choices before booking.

WHAT TRANSPORT WILL WE USE DURING THE TRIP?

We use a combination of private coaches and public transport. Where private coaches are used, they are always from reputable companies who are inspected in accordance with our safety policy. Public transport is usually the London Underground, as well as Docklands Light Railway and occasionally buses.

CAN I UPGRADE?

All of our suppliers are frequently checked and vetted by London Theatre Academy, and are carefully chosen to give the best quality-versus-cost ratio for our clients. However, if you wish to upgrade any element of your tour, such as hotels, meals, or transport, let us know and we will be happy to arrange it for you.

Booking Conditions

WHAT'S INCLUDED

- ◆ Accommodation in 2 or 3 star hotels
- ◆ Airport transfers
- ◆ TTA Stand Alone Safe Seat Plan (see below)
- ◆ Continental breakfast and dinner daily as specified
- ◆ Comprehensive sightseeing tours and excursions led by local guides as specified
- ◆ Workshops as specified
- ◆ Select entrance fees and theatre tickets as specified
- ◆ A London Theatre Academy Tour Director available 24 hours a day from when you arrive until you depart
- ◆ Walking tours and Tour Director-led sightseeing as specified
- ◆ Transportation (via coach or public transport) to all specified activities

WHAT'S NOT INCLUDED

- ◆ Flights, including airport transfers and departure fees. You can choose to have us book these for you or book them yourself (this can be done via the Flights and Insurance section of the website)
- ◆ Expenses caused by airline rescheduling, cancellations, or delays caused by the airlines, bad weather, or events beyond London Theatre Academy's control
- ◆ Beverages and lunches
- ◆ Optional excursions
- ◆ Transportation to free-time activities
- ◆ Surcharges due to changes in currency exchange rate
- ◆ Adult supplement (if applicable)
- ◆ Insurance. This can be purchased through our travel partner, STA travel, via the Flights and Insurance section of our website.
- ◆ Customary gratuities (for your Tour Director, local guides and coach drivers)
- ◆ Passport and visa fees
- ◆ Porterage

GROUPS AND CONSOLIDATION

If you are an individual, or have a group smaller than 25, it may be possible for London Theatre Academy to combine groups in order to achieve the required number of travelers. This allows us to keep our prices low and allows you the opportunity of meeting other groups. Therefore, if your group is less than 25, some flexibility is required regarding dates of travel. We will ask you to provide a range of possible dates during which your group is able to travel. Alternatively, if you want a private tour but have a group of less than 25, it may be possible to pay a customary per-person premium to cover our additional costs.

If you have a group of 25 or more, you will be eligible for a private tour with only the members of your group.

MAKING YOUR BOOKING

- ◆ To make a booking, the Group Leader must email the tour details to info@londontheatreacademy.com - including group numbers, if you require flights, departure dates (including degree of flexibility if group is smaller than 25), choice of optionals, and any upgrades or extensions.
- ◆ We will then provide a 'per person' quote for the tour based on our published pricing structure, along with a tour reference number and details of booking and payment deadlines.

- ◆ The tour will then appear in the 'Booking' section of the website, where individual participants can sign up to the tour and pay online. When each individual participant has registered and paid their first installment, a Confirmation of Booking will be issued; a contract will exist as soon as we issue this confirmation. This contract is made on the terms of these Booking Conditions, which are governed by English law and the jurisdiction of the English courts.

Changes to these Booking Conditions or any published material of London Theatre Academy will only be valid if confirmed in writing.

If any information given on the confirmation or any other document appears to be incorrect or incomplete, you must inform us immediately, as it may not be possible to make changes later. We regret that we cannot accept any liability if we are not notified of any inaccuracies in any document within ten days of our sending it out.

PAYMENT

Each individual participant is responsible for making payments to us.

- ◆ At the time of booking: in order to confirm a booking, a deposit of \$50 (or full payment if booking within 10 weeks of departure) must be paid.
- ◆ 8 weeks after confirmation of booking: a second deposit of \$600 is due.
- ◆ 10 weeks prior to your departure date: the full remaining balance must be received by us, the date and amount will be shown on the Confirmation of Booking.

Your first and second deposits are not refundable, except where stated otherwise in these Booking Conditions. However, they may be reclaimed under the terms of your insurance cover (not provided by London Theatre Academy).

LATE FEES

Each participant has a one-week period after each deadline to make the specific payment plus a \$100 late fee. After this time we will consider the traveler's booking to be cancelled and our Standard Cancellation Policy will apply.

PASSPORTS, VISAS AND INSURANCE

Each traveler must obtain a passport and any applicable visas for his or her tour prior to departure. If a traveler is unable to obtain these travel documents, our Standard Cancellation Policy will apply. Please be sure that passports are valid for at least six months after your tour ends. You may need to contact your embassy or consulate in the UK to ensure you meet specific entry requirements.

We strongly recommend that all participants purchase travel insurance to protect themselves on tour. This can be purchased from our travel partner, STA travel, by visiting the Flights and Insurance section of our website.

FLIGHTS

London Theatre Academy does not include your flights to and from London as standard. We like to offer groups the flexibility of choosing whether to include flights with the tour or to book them separately. Flights booked by London Theatre Academy will be booked through our travel partner, JTAir, ensuring that you are ATOL protected and getting a great price. You can book your own flights from the Flights and Insurance section of the website with either JTAir or STA travel.

OPTIONAL EXCURSIONS

London Theatre Academy offers optional excursions as a supplement to what's already included in your itinerary. Some group leaders choose to add optional excursions to all participant accounts. Optional excursions can be purchased up to 50 days before the start of the tour and are fully refundable up to 30 days before the start of the tour. They can also be purchased on tour at a slightly higher price. If an optional excursion has to be cancelled, you will be able to choose between a different excursion or a full refund.

TOUR EXTENSIONS

It is possible for you to extend your tour by as many days as you wish. Tour extensions are charged at \$150 per person per day and include accommodation, evening meal, and services of your Tour Director. Optional excursions for these days are charged at the normal rate.

ROOMING

London Theatre Academy handles final rooming assignments for all travelers. Please ensure that we have all rooming requests, including upgrades, by 50 days before the start of the tour. All adults will share twin rooms (or doubles on request) with another participant. Students will share twin, double, triple or quad rooms; this can be negotiated during pre-tour contact and may correlate to the price of the tour. Students will share with other participants of the same gender from the entire tour group. For groups of under 25 not on a private tour, this may mean that participants from different groups may room together. A single room can be requested for an additional per-night cost.

PROTECTION FOR TRAVELERS' PAYMENTS

London Theatre Academy is a member of the Travel Trust Association. The TTA lays down strict guidelines on how customer funds may be handled and each member must adhere to these guidelines. London Theatre Academy puts customer funds into a designated trust account, which is supervised by an independent trustee. Your funds are held in this account and may not be released unless you receive your tour or your funds are released to another company that becomes responsible and provides for your financial protection. This will only happen for your flights, if they are included in your tour, after which time your funds are protected by JTAir's ATOL membership.

There is further protection from insurance cover provided by the Safe Seat Plan, if your money is not in the Trust Account. It will reimburse the loss of any amount paid to London Theatre Academy for your booking up to a maximum any one passenger of £11,000. So if you have paid £2,000 the policy will reimburse the loss of the £2,000, where it is not available for you from the Trust Account. Therefore, the Trust Account plus the Safe Seat Plan insurance coverage will ensure that all the money which you have paid is safely protected and available to pay for your tour. In the unlikely event of London Theatre Academy becoming insolvent, in most instances your money will still be held within the Trust account by the designated Trustee, and available to pay for your tour. If the money is not there, then the insurance policy is available to reimburse your loss. In some cases your tour may continue as the providers or suppliers have already been paid. Where you have only paid a deposit and still have an outstanding balance, your tour may be unaffected and by paying the balance your tour will continue as planned. Wherever possible, attempts will be made to ensure that you can carry on with your original tour arrangements.

TERMS AND PROVISIONS

The terms and provisions of these Booking Conditions supersede any other warranties, representations, terms or conditions, unless they are expressly stated within a Booking Conditions Addendum or in a letter signed by London Theatre Academy. Prices are subject to change.

Tours with flights booked by London Theatre Academy begin at the departure airport and end at the arrival airport. Tours without flights booked by London Theatre Academy begin at the arrival point of the group in London and ends at the departure point from London.

London Theatre Academy may cancel any tour because of events beyond its control, including but not limited to political or social instability, Acts of God, war (whether declared or undeclared), terrorist activities, incidents of violence, public health issues or quarantine, substantial currency fluctuations, strikes, government restrictions, fire or severe weather conditions which make it impossible or commercially unreasonable in the opinion of London Theatre Academy to conduct the tour. If London Theatre Academy cancels the tour for any reason, participants will receive a Future Travel Voucher for all monies paid, less any non-refundable fees. Cancellation by London Theatre Academy for causes described in this section shall not be a violation of its obligations to any participant.

London Theatre Academy is not responsible for loss of passports, airline tickets or other documents, or for loss of or damage to luggage or any other passenger belongings. London Theatre Academy is not responsible for locating lost property unless the loss is due to its negligence. In this case, only shipping costs will be charged to the participant. In cases when London Theatre Academy must get involved in the physical retrieval and handling of lost property, a non-refundable service fee of \$50 plus shipping costs will be charged to the participant. In the case of a lost airline ticket, the participant is solely responsible for meeting the airline's requirements (both logistical and financial) for ticket replacement.

All tours are operated by London Theatre Academy Limited, which is the beneficiary of all invoices.

CANCELLATIONS AND REFUNDS

Notice of cancellation from a London Theatre Academy Tour will only be accepted from the participant or his or her legal guardian, and not from the Group Leader. The date of cancellation will be determined by the date on which London Theatre Academy receives written notice. Cancellation refunds can only be made to the person whose name appears on the account; monies cannot be transferred to another account.

LONDON THEATRE ACADEMY CANCELLATION POLICY

- ◆ Your first and second deposits are non-refundable at any time.
- ◆ Your final installment (the remaining balance owed) is fully refundable up to 50 days prior to departure, after which no refund will be issued.
- ◆ A replacement traveler can be accepted up to 50 days prior to departure, after which no refund will be issued.
- ◆ A Group Leader must accompany participants on every tour. If a Group Leader cancels for any reason, London Theatre Academy will ask him or her to assign a new Group Leader to the group's participants. The new Group Leader is responsible for any increases in his or her own airline costs. Any participants who cancel at this point and choose not to travel with their replacement Group Leader will be treated as standard cancellations. If no replacement Group Leader is found, the affected participants will be treated as standard cancellations.

REFUNDS

Refunds for overpayments will be issued only upon written request. Refunds will be issued in the name which appears on the London Theatre Academy account. There will be a non-refundable \$30 stop-payment fee for lost refund checks.

Release and Agreement

I (or parent or guardian if applicant is under 18) am an applicant for an educational tour provided by London Theatre Academy Ltd. By booking a tour with London Theatre Academy, I understand and agree to the following:

1. I understand that my tour begins at the arrival point in London and ends at the departure point in London.
2. I agree to release, indemnify and hold harmless London Theatre Academy and its affiliates (which term shall include parents, subsidiaries, officers, directors, shareholders, agents and employees of London Theatre Academy as well as London Theatre Academy itself) and my school, my school board and group leader (the "Released Parties") from, and agree not to sue the Released Parties for, any and all claims, demands, actions, lawsuits, settlements, judgements, damages, losses, costs and expenses of any nature whatsoever (including attorneys' fees) on account of or arising out of any and all personal injury, death, bodily injury, mental anguish, emotional distress, physical, property or other damage that I may suffer from any cause whatsoever related in any way to my participation in any London Theatre Academy sponsored tour. I further agree to release, indemnify and hold harmless the Released Parties from any and all acts of God, war (whether declared or undeclared), terrorist activities, instability in a destination country, incidents of violence, public health issues or quarantine, substantial currency fluctuations, strikes, government restrictions, fire or severe weather conditions which make it impossible or commercially unreasonable in the opinion of London Theatre Academy to conduct the tour, or the acts or omissions of any other agents over which the Released Parties have no direct or indirect control, including, without limitation, airlines, railways, bus companies, hotels, shipping companies, guides and sub-contracted agents or tour operators.
3. I understand that the air carrier's liability for loss of or damage to baggage or property, or for death or injury to person, is limited by their tariffs, or the Warsaw Convention, or both.
4. I understand and agree that London Theatre Academy shall have no liability or responsibility for me when I am absent from London Theatre Academy supervised activities or for non-London Theatre Academy supervised activities, such as visits to friends or relatives or during stay-ahead/ stay-behind option periods if the stay-ahead/stay-behind period does not include the services of a London Theatre Academy Tour Director.
5. I understand and agree that London Theatre Academy reserves the right to refuse or cancel my registration at their sole discretion. Group leaders may also refuse or cancel any participant's registration including my own. In such event, Standard Cancellation guidelines as outlined in the Booking Conditions apply.
6. I agree to abide by London Theatre Academy's regulations and the directions of my group leader, my Tour Director or London Theatre Academy's personnel during my tour. Failure to do so may result in London Theatre Academy terminating me from the tour immediately. I understand that to disobey such rules or directions is to waive the right to a refund of any part of my Program Fee, and that London Theatre Academy may then send me home at my own expense.
7. I agree to abide by all local laws when abroad, including those concerning drugs and alcohol. (Minors must have parents' permission to use alcohol even if the local law would otherwise permit them to.) I understand that if I abuse or disobey such laws, even unintentionally, I waive my right to a refund of any part of the Program Fee, and London Theatre Academy may send me home at my own expense. I also understand that should local authorities be involved, I will be subject to the laws of the country I am visiting.
8. I understand and agree that if I become ill or incapacitated, London Theatre Academy and its employees, or my Group Leader, may take any action they deem necessary for my safety and well-being, including securing medical treatment (at my own expense) and transporting me home.
9. I understand and agree that London Theatre Academy has the right to make changes in tour itineraries and departure dates, and to modify transportation arrangements. In the event of such changes, refunds will be given only in accordance with the provisions of the Booking Conditions supplied herewith.
10. I understand that by enrolling on this tour, I have made the choice to travel with the Group Leader organizing my group, and I understand that this choice is not the responsibility of London Theatre Academy. I understand that a Group Leader must accompany me on tour. If my Group Leader cancels for any reason, London Theatre Academy will ask him or her to assign a new Group Leader. If I cancel at this point and choose not to travel with the replacement Group Leader, I will be treated as a standard cancellation. If no replacement Group Leader can be found, London Theatre Academy's Standard Cancellation Policy will apply. I may also request that London Theatre Academy place me with a new tour group. If London Theatre Academy cannot find a new tour group for me, London Theatre Academy's Standard Cancellation Policy will apply.
11. I understand that it is my responsibility to secure the necessary travel documents (passport and visa[s]) unless specifically arranged for the group by London Theatre Academy. Failure to do so does not constitute grounds for a refund except according to the Standard Cancellation guidelines as outlined in the Booking Conditions.
12. I understand that I will be required to pay for any phone calls or incidental personal expenses that I incur at hotels, as well as for any damage I cause to hotel rooms, buses or other property.
13. I understand and agree that this agreement and London Theatre Academy's Booking Conditions constitute the entire agreement between London Theatre Academy and me with reference to the subject matter herein, and I do not rely upon any promises, inducements or agreements not herein, including but not limited to any oral statements made to me by any agents or employees of London Theatre Academy, or by my school or Group Leader. This agreement may be amended or modified only in writing, signed by both parties. The waiver by London Theatre Academy of any provision of this Agreement shall in no way affect the remaining provisions of this Agreement, and this Agreement shall be interpreted as if such clause or provision were not contained herein.
14. I understand and agree that this Agreement shall be governed in all respects, and performance hereunder shall be judged, by the laws of the United Kingdom of Great Britain and Northern Ireland. In the event of any claim, dispute or proceeding arising out of my relationship with London Theatre Academy, or any claim which in contract, tort, or otherwise at law or in equity arises between the Released Parties, whether or not related to this agreement, the parties submit and consent to the exclusive jurisdiction and venue.
15. I understand and consent that London Theatre Academy may use any film likenesses taken of me and any of my comments while on a London Theatre Academy tour for future publicity and also use my contact information for future London Theatre Academy promotions.