

Client Contacts

Client Name:			
Address:			
Telephone:		Fax:	
Travel Contact:		Email:	
Accounts Contact:		Email:	

Client Details

Legal Status:	Limited Company <input type="checkbox"/>	Partnership <input type="checkbox"/>	Sole Trader <input type="checkbox"/>	Individual <input type="checkbox"/>
Country of Incorporation:				
Date of Incorporation:		Incorporation Number:		
Ultimate Parent Company:				
Parent Company Address:				

Declaration

I / We wish to apply for a:	Credit Account <input type="checkbox"/>	Credit/Charge Card Account <input type="checkbox"/>	(where no credit facilities are required)
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Annual Travel Spend:	£	Monthly Credit Required	£
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I / We hereby make application to Chartwell Travel for the supply of travel services, subject to the conditions overleaf.
I / We agree that all invoices less credits will be settled no later than 30 days of invoice date.

Date of Incorporation:		Date:	
Name:			
Position:			
For and on behalf of:			

Bank Reference Authorisation

Bank Name:			
Bank Contact Name:			
Bank Address:			
Sort Code:		Account No:	

I / We hereby authorise you to provide Chartwell Travel with a status enquiry on me / us and understand that a copy of your reply can be sent to me / us on request.

Client Name:			
Signature/s:		Date:	
Name/s:			
Position/s:			

BUSINESS TRAVEL MANAGEMENT

1. Invoices are issued by Chartwell Travel (hereinafter called 'the Company').
2. Amounts due should be paid no later than 30 days of invoice date. Any amount outstanding after such date shall be subject payment of interest on the amount outstanding at the rate of 4% per annum above Lloyds TSB Bank Plc base rate from time to time; such interest being compound with monthly rests.
3. No claim for a full refund will be considered without express authorisation and agreement in writing of the Company, its agent or other party concerned with furnishing services.
4. All tickets, coupons, receipts, contracts, exchange orders and other vouchers supplied by the Company or its agents and all arrangements made by the Company or its agents for transport, conveyance, accommodation or other services will (whenever possible) be supplied and made as agents for the person or firms or companies (wherever situate) actually providing such services and in so far as this may be possible will also be made as agents for the passengers.
5. The passengers will travel and accept accommodation and all other services upon and subject to the terms and conditions offered or imposed by the respective airlines, steamship companies, railways, vehicle proprietors and other carriers concerned and offered or imposed by the respective hotels and all other parties rendering services and separate contracts shall be deemed to be made between the passenger on one hand and the carrier or hotel or other party rendering such services as aforesaid as the circumstances may require on the other hand and such separate contracts shall be governed respectively by the law applicable thereto. Each and every passenger agrees to comply with such contracts and all the terms and conditions thereof in so far as the same are lawful and will keep the Company and its agents indemnified from and against all claims, demands, damages, losses, costs, expenses and liability which the Company or its agents may suffer or sustain by reason of any breach of this agreement by any passenger or by reason of his/her act, neglect or default.
6. Neither the Company nor its agents shall be liable for any loss, damage, accident (including death), delay, inconvenience or expenses suffered, sustained or incurred by any passenger or by any other person, or his/her or their estate(s) (including the loss of or damage to any baggage or any other person) caused or resulting directly from any circumstance whatsoever other than negligence on the part of the Company.
7. Neither the Company nor its agents shall in any circumstances be liable for any economic loss or other indirect or consequential loss or damage sustained by any passenger or any other person.
8. The Company does not provide cover for scheduled airline failure or failure of any other carrier, hotel or other party rendering services and passengers' money will not be protected against those risks unless passengers have taken out insurance that includes cover against such risks.
9. Subject as otherwise herein specifically provided for, all questions affecting the rights and liabilities of the parties under these conditions shall be determined in accordance with the laws of England.
10. In these conditions 'passengers' shall mean and include the person making the booking and each and every person included therein, as the context may require.