



Rules of Reservation and Sales Policy For the year 2014

1.- Reservations.

Consider the following:

Traditional tours that include Machu Picchu. Reservations made up to 01 months in advance at least . The reason is that both revenue and train tickets to Machu Picchu are limited and sell out quickly.

Trips from trekking the Inca Trail Traditional. Reservations for the Inca Trail trek traditional (Km 82 - Machu Picchu), given the high demand , it will be done typically up to a year in advance and a minimum of 01 month . There are restrictions on the amount of income (500 per day , including the operating staff: guide, cooks , assistants , porters, etc.).

For these reservations, we have as determinant basis, the space availability published daily on the website of the Ministry of Culture - Cusco. View: <http://www.machupicchu.gob.pe> (entity that manages the daily influx of tourists to the Inca Trail). In addition, return train tickets sell out quickly .

Trekking tours that include Machu Picchu. Reservations be made with a minimum of 01 months in advance .

Trekking tours not including Machu Picchu. Reservations made up to 05 days in advance, as there are no restrictions in this regard .

Regarding trekking tours should be aware that the months of December, January, February and March are very wet and check natural hazards. The Inca Trail is closed throughout the month of February each year .

2.- Book itself.

Travel agencies and tour operators. For booking is necessary to give the following information:

- Name of the requesting agency and trade data
- Number of passengers: specifying how many adults, children , and students. Students are only considered those that have international isic card .
- Full list of passengers. The name, nationality, sex , age and passport number.
- Hotel where they were staying.
- Specify the requested tour with their respective details.

Free people or tourists. Provide the following information:

- Number of passengers: specifying how many adults, children , and students. Students are only considered those that have international isic card .
- Full list of passengers. The name, nationality, sex , age and passport number.
- Hotel where they were staying.
- Specify the requested tour with their respective details.

Apu Salkantay E.I.R.L. 260 Portal de Carnes Of. 203 (2nd floor) Plaza de Armas, Cusco – Peru

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e-Mails: info@apusalkantay.com / salkantaytour@hotmail.com

3.- Validity and guarantee the reservation.

Reservation is guaranteed necessarily, making a prepayment of 80% of the total cost of the tour, if traditional Inca Trail 4d/3n and traditional tours. For other trips 50%. The purpose of these prepayments, or advance payments, ensure the acquisition is also ahead of the entrance tickets, train tickets return (both run out quickly), and make preparations prior to operationalize tours timely manner. These aspects are essential to ensure the reservation and ensure a satisfactory service.

The prepayment will be made through deposit at Banco de Crédito del Perú (BCP) to the current account in U.S. dollars 285-1865120-1-92 to **Agencia De Viajes y Turismo De Aventura Apu Alkantay E.I.R.L.** and if from abroad, at the same bank using the **Swift Code: BCPLPEPL**, the bank address: 189 Sol Ave. Province and department: Cusco. Country: Peru. South America. Or via Western Union , Money Gram or Jet Peru
On behalf of Elizabeth Orellana Bolige with address in Cusco - Peru. South America.

4.- Payment for the remaining balance.

They will, at least , until one day before the start of the tour, either with a bank deposit to the designated account, and/or the offices of the agency, located in the main square of Cusco: 260 Portal de Carnes (in 203) in cash, foreign currency or its equivalent in national currency according to the Cusco exchange rate.

5.- If payment is not completed by the deadline.

Passengers will be served, as long as they made the additional payment for the tour by hired before the start, based on the same rate agreed between the endorser and the operating agency **Apu Salkantay**. The problems arising from this mismatch be the sole responsibility of the endorser. If the booking was made by direct passengers the same process applies.

6.- Payment is not completed until a day before the tour.

If this happens and passengers do not make the payment, they will not be addressed. In this case, **Apu Salkantay** proceeds to make the adjustment of accounts to the endorser, giving for lost train tickets, entrance to the Inca Trail and Machu Picchu Sanctuary, as appropriate, food and all the costs of organizing incurred for the operation of the group , passing the bill and/or bill of sale corresponding to the endorser. If the booking was made by direct passengers the same process applies.

7.- For trips on the traditional Inca Trail 4d/3n and 2d/1n.

If on the date of completion of the tour and passengers, for any situation, they would be unable to start the tour, or just do it desist from it, **Apu Salkantay** charged 100 % of the cost of service as a penalty (no show concept).

In the case of other trekking tours and tourism traditional, deductions are made as sunk costs and the rest will be refunded.

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