



# أبدي

OUTWARD BOUND OMAN

Unlocking human potential

## Course Booking Form



### ORGANISATION DETAILS

NAME

ADDRESS (POSTAL)

POST/ZIP CODE

### CONTACT DETAILS

CONTACT NAME

EMAIL

TEL

FAX

GSM TEL NO

### COURSE DETAILS

COURSE START DATE

COURSE END DATE

NUMBER OF PARTICIPANTS

FEMALE

MALE

YEAR GROUP/GRADE

### HOLDING FEE

TICK

I enclose a cheque for 300 OMR made payable to Outward Bound Oman  
or

TICK

I have arranged a bank transfer for 300 OMR to account number: 1074-776676-001, National Bank of Oman  
Corporate Branch, P O Box 751 PC 112 Ruwi, Oman, SWIFT CODE NBOM OM RXXXX  
**PLEASE ENSURE THE TRANSFER INFORMATION CLEARLY MENTIONS YOUR NAME AS SENDER**

### EMERGENCY CONTACT DETAILS

1st CONTACT NAME

POSITION

TEL NO

GSM TEL NO

2nd CONTACT NAME

POSITION

TEL NO

GSM TEL NO

Fax (+968 2453 9692 ) or email (admin@outwardboundoman.com) a copy to the office.

### TERMS & CONDITIONS

Please read, understand and accept the following conditions prior to signing your contract.

#### 1. CONTRACTUAL ARRANGEMENTS

This contract is with Outward Bound Oman which is registered at the Ministry of Social Development in Oman with Ministerial Decree number 84/2014. The contract is subject to the laws of the Sultanate of Oman and the exclusive jurisdiction of the Omani Courts. The address for correspondence for all matters relating to this contract is:

Outward Bound Oman, PO Box 748, PC 115, Madinat Qaboos, Sultanate of Oman

#### 2. BOOKINGS, FEES AND PAYMENTS

Once you have discussed your requirements with Outward Bound Oman, subject to availability, we will reserve your selected course dates for up to 14 days.

To secure these dates beyond the initial 14 day period, we require a signed Course Booking Form and the payment of a **non-refundable** holding deposit of 300 Omani Riyals per course. This holding deposit will be deducted from your final account.

On receipt of your deposit we will then send you the pre-course information pack, and your requested dates will be locked onto our booking calendar.

Initial here stating that you have read and understand the conditions.

V7 August 2014

## TERMS & CONDITIONS

Please read, understand and accept the following conditions prior to signing your contract.

### 2. BOOKINGS, FEES AND PAYMENTS (CONTINUED)

**Payment of the final balance for the total course fee is due no later than 4 weeks after the conclusion of your course.** The final balance due will be calculated as the total course fees plus any other relevant charges less the holding deposit where these have been paid.

Supplementary charges which may occasionally occur during a course, such as loss of or damage to equipment or other property, will be invoiced separately and such charges are due and payable on receipt of the invoice.

Payments can be either by cheque or bank transfer.

**Cheques** must be made payable to Outward Bound Oman

**Bank transfers must clearly state your name**, and should be made to:

**Account Number: 1074-776676-001, SWIFT CODE NBOM OM RXXX**

**National Bank of Oman  
Corporate Branch  
P O Box 751 PC 112  
Ruwi, Oman**

### 3. AMENDMENT OR CANCELLATION BY YOU

#### a) Amendments:

Subject to availability, additions to your group may be possible up until the start date of your course though we cannot guarantee this. However you must first confirm availability of additional space on your selected course with us by contacting the office. Once availability has been confirmed with us we require written confirmation of the amendment from you within 7 working days or prior to the start date of your course if sooner. Any amendment fees arising as a result of additional participants will be added to your account and must be paid prior to the start date of your course.

#### b) Cancellation policy:

In the event of cancellation by the organisation, or by an individual on the course, the cancellation will be subject to the following charges;

More than 60 days before start of course	100% of the course fee refunded
30 to 59 days before start of course	50 % of the course fee refunded
29 days or less before start of course	0% of course fees refunded

In all cases the date of effective cancellation is the day of receipt of your written advice (by post, email or fax) by our office.

### 4. FORCE MAJEURE

We will not be liable to pay any compensation if we are forced to cancel or change any aspect of the course due to circumstances beyond our control which we or our suppliers could not have reasonably foreseen or forestalled. Such circumstances include, but are not restricted to bad weather, war or threat of war, terrorist activity, riots or civil strife, industrial disputes, natural or nuclear disasters, fire, closure of airports, ports or stations, cancellation or changes in schedules by air, land or sea carriers. We will make every effort to work with you to re-arrange the course at a future date.

### 5. INSURANCE

Outward Bound Oman has public liability insurance to cover its legal liability for the territorial area of Oman only. Groups and participants within & from outside of the Oman region are therefore advised to ensure that they have suitable medical insurance to cover medical emergencies, treatment & repatriation.

### 6. HEALTH

Course participants must expect to be involved in adventurous and sometimes strenuous activities. No previous training or experience is required but participants must be of good general health. Those taking part in a course should be willing to become involved in all aspects of the course. Medical declaration forms must be completed and returned to us at least 2 weeks prior to the start of the course. All prior injuries or serious illnesses must be declared. Any illness or injury suffered after the completion of the medical form and before the start date must be notified to us immediately in writing. We can take no responsibility in the event of any ailment or aggravation of ailment suffered either during or after the course which arises from an undeclared injury or illness. Nobody who has been in contact with an infectious disease may take part in an Outward Bound course within the normal quarantine period.

Whilst taking part in a course participants must comply with our safety and disciplinary regulations. We will take no responsibility for your safety if you wilfully contravene these regulations, and such behaviour may result in participants being sent home (see "Behaviour" below). Any specific queries concerning health or safety should be directed to one of our Instructors.

### 7. BEHAVIOUR

At the time of booking you are required to fully advise us of any illness, disability, social or behavioural problems that a participant has, or has recently experienced, which might affect the participant or any other participants during their course. We reserve the right to exclude any participant before or after course commencement, if we have not been fully advised, or (in the opinion of the OBO staff) if his/her behaviour is incompatible with other course participants. If this happens, you will be liable for all additional costs incurred or claims from third parties, and we will not be liable for any compensation.

### 8. BROCHURES

Any prices, statements, descriptions, illustrations, photographs, drawings or any other matters contained in our brochures, websites or other literature are made in good faith but are not guaranteed to be accurate and are intended merely to represent a general picture of our products and services and shall not form any part of the contract between us. We reserve the right to amend our products and services from time to time so that the descriptions as set out in our brochures and other literature may not be identical with those set out in our proposal to you.

### 9. COMPLAINTS

**We will try to resolve any problems as soon as you notify us of them. If you want to complain during the course, please inform your Instructor. If the problem cannot be sorted out satisfactorily, please notify our office (Outward Bound Oman – PO Box 748, PC 115 Madinat Qaboos, Sultanate of Oman) in writing within 28 days of the completion of the course, setting out the full details of the complaint. We will reply to you within 28 days of the receipt of your letter.**

Outward Bound Oman

Office: +968 24 539 788, 24 539 396 Fax: +968 24 539 692

admin@outwardboundoman.com

PO Box 748, PC 115, Madinat Qaboos, Muscat, Oman.

## TERMS & CONDITIONS

TICK

**I have read the terms and conditions and agree to abide by these arrangements.**

## AUTHORISATION

SIGNED ON BEHALF OF THE ORGANISATION

POSITION

DATE

2nd CONTACT NAME

TEL NO

GSM TEL NO

RELATIONSHIP