

**Menorca Cruising Booking Form for Courses**

Please print and post this form, or download this fillable PDF form to your computer, complete it, save it and attach it to your email to [menorca@flamingoyachts.com](mailto:menorca@flamingoyachts.com)

Name:	Home Tel:
Address:	Mobile:
	Passport No:
	Email:
Next of kin:	Next of kin address and Tel:

**Flight Details**

Arrival Date:                      Departure Date:

**Course / Charter Detail**

Start Date:                      End Date:

Type of course:

**Details of Party Members**

Mr/Mrs Miss/Ms	Full names/previous sailing experience	Passport No	Date of Birth	Course SY CC DS	Fees

Payment Details 50% deposit/full amount enclosed:	Sub Total	
	<b>TOTAL</b>	

Travel Insurance Details:

**Health Declaration and Dietary Requirements (Vegetarian etc.)**

Details of any **medical treatment** being received, (if none write none) or details of **dietary requirements**.

I declare that to the best of my knowledge, I am not suffering from epilepsy, disability, giddy spells, asthma, diabetes or angina and am fit to participate in the course/charter as are the other members of my party.

**SIGNATURE:**

**DATE:**

## Data Protection

The above information including questions as to your health and ability will be used by us to process your booking for the course, for accounting and legal purposes and for attending to your safety whilst you are on one of our courses. The personal data in this contract is protected in accordance with Organic Law 15/1999, of 13th December of the Protection of Personal Data. This data can only be treated and passed on to companies dealing with receipt of payment, and for the realisation of the lessor's advertising campaigns. The personal data given by you are incorporated into a private file of which the only responsible and recipient is Menorca Cruising. We will only ask for the data that is strictly necessary to adequately give the requested services. Once the link between the company and the client has finished, the data will be archived and conserved for a period of minimum 7 years. After this, it will continue to be archived or be given back to the client or legal representative. The data that I have given will be included in the Clients folder in Menorca Cruising with the aim to effectively manage the contracted service, for invoices, contact and all of the formalities regarding the clients.

## Booking Declaration

I certify on behalf of the persons included on this form, by whom I am authorized to make this booking that I have read and agree to the booking conditions and that my booking is made upon and subject to those terms.

**SIGNATURE:**

**DATE:**

Where did you find out about us? If Internet which search term did you use?

## How to Book

When you have decided on the course you want, and checked flight availability, please email or call (00 34) 660 647 845 to reserve your dates. We cannot accept a telephone reservation unless accompanied by an emailed booking form and payment details. Flight details can be supplied later.

Fill in the booking and include insurance company details. Email or send a hard copy to Menorca Cruising, Moll de Llevant 303, Puerto Mahon, Mahon de Menorca, 07701 Islas Baleares, Spain.

We will immediately confirm your reservation, with joining instructions, clothing and reading advice and balance of fees invoice, due 1 month in advance.

## Booking Terms and Conditions

YOUR CONTRACT is with Menorca Cruising School, hereinafter called MCS and must be made on the MCS booking form, accompanied by a 50% deposit. By making a deposit payment, you will be accepting the terms and conditions both for yourself and all members of your party, so please read carefully.

PROVISIONAL BOOKINGS will be accepted by email or telephone, but these must be accompanied by an email of the signed booking form with details of the bank transfer. Your booking is only accepted by us when you receive our email confirmation.

OUR PRICES - we guarantee not to increase our holiday prices once booked.

HOW TO PAY - There is a 50% deposit with the signed booking form; balance payable no later than 4 weeks before commencement of course. Should you fail to pay, your holiday will be offered for resale. Final reminders will not be

sent and your deposit will not be refunded. For holidays booked less than 4 weeks prior to commencement of course, the full fees are payable at the time of booking and confirmed by email.

**CANCELLATION BY YOU** must be in writing and will be effective from the date received at our Menorca office. The deposit will be forfeited up to 4 weeks before commencement of the course and the full amount thereafter.

**CANCELLATION BY US** - We reserve the right to cancel and refund all sums already paid, plus £20 compensation per person.

**INSURANCE** - MCS will insure the yachts against all usual marine risks. This policy will not cover injury, loss of life (except skipper negligence) or damage to or loss of the student's property, against which the student must insure prior to the course through their own travel insurance policy.

**COMPLAINTS** - Any complaints are to be forward to the School Principal in writing, within 28 days of completing your Course. These will be investigated, and we will inform you of the action we intent to take to resolve the problem. We are committed to providing a first-class service and take any complaints very seriously.

**PRIVACY** – On successful completion of your RYA Day Skipper or Coastal Skipper course your name, contact details, date of birth, certificate number and date of issue will be shared with the RYA through a secure web portal on [www.rya.org.uk](http://www.rya.org.uk). The data will be stored on the RYA's central database. This information allows the RYA to record your qualification, to update any records they may hold for you, and to verify or replace your certificate if required. For further information on how the RYA will deal with your data, please see the RYA's privacy policy at [www.rya.org.uk/go/privacy](http://www.rya.org.uk/go/privacy).

On successful completion of your RYA Competent Crew course your name, certificate number and date of issue will be stored for up to 10 years. This information allows us to verify or replace your certificate if required.

By making an enquiry with us, or buying any goods or service from us, you agree to us holding your information on electronic and/or paper file and to us contacting you with news and product information. You may at any time inform us by email or in writing that you no longer want to hear from us. Menorca Cruising will never share your details with anyone else, except the RYA for all centrally held records (unless required to do so by law). You have the right to access your information at any time and alter it or remove it if required. For further information on how MCS will deal with your data, please see our privacy policy on [www.menorcasailing.co.uk](http://www.menorcasailing.co.uk)

**CARRIAGE** - Thereinunder is subject to the rules and limitations relating to liability re- established by the Athens Convention, as enacted in "The Carriage of Passengers and their Baggage", by sea Domestic Carriage Order 1987.

**FORCE MAJEURE** - Neither party shall be liable if prevented from fulfilling any of its obligations by an incident of Force Majeure including an act of God, strikes, lock out, government or any other occurrence beyond our/your control.

In all cases the decision of the professional skipper is final.

The student must satisfy himself that adequate guidance has been given as to the suitability of the course chosen. **DISPUTES** will be conducted under English law.