



TO SECURE YOUR PLACE: Please send the completed form and attach a check made payable to ProRome Tours for the deposit amount listed on your trip brochure (typically \$300 per person). Mail to the address above or email directly to office@prorome.com.

Name of Tour * Please provide the name and dates of the tour you would like to join.

SECTION 1 — PERSONAL INFORMATION

First Name *

Last Name *

Nickname (for name tag)

Date of Birth MM/DD/YYYY *

☐ Male

☐ Female

Phone Number *

Email Address *

Address Line 1 *

Address Line 2

City *

State / Province *

Zip / Postal *

☐ * I certify that I can walk 5-8 miles daily and will not require assistance with stairs, airports, or buses.

SECTION 2 — BILLING & EMERGENCY CONTACTS

Billing Name *

Billing Email *

Billing Phone *

Emerg. Name *

Emerg. Email *

Emerg. Phone *

SECTION 3 — TRAVEL DETAILS

Trip phone number (if applicable)

Passport Status *

- ☐ I have a valid passport (valid 6+ months after travel dates).
- ☐ I am applying for a passport — I accept responsibility if it does not arrive in time.
- ☐ I am renewing my passport — I accept responsibility if it does not arrive in time.

Roommate Preference *

- ☐ I would like to room with the person named below.
- ☐ I would like ProRome to find me a roommate (single surcharge applies if unavailable).
- ☐ I prefer a single room (single occupancy surcharge applies — see brochure).

Roommate name (if applicable)

Flight Preference *

- ☐ I would like to fly with the group. I understand that I will be in the economy cabin and that I will not have choice of seats.
- ☐ I will book my own flights. I understand that if I arrive separately from the group, I will be responsible for my own transportation to meet the group. Please apply the flying separately discount to my invoice.

Food Allergies / Dietary Restrictions *

- ☐ I have no food allergies or dietary restrictions.
- ☐ I have the following allergies or restrictions (describe below):

Allergy / diet details

SECTION 4 — AGREEMENT & SIGNATURE

☐ * I have read and agree to the ProRome Tours Terms and Conditions on pages 2 and 3 of this form.

Signature (print or type full name) *

Date *

By signing above you agree to all Terms & Conditions on pages 2 and 3.

PROROME TOURS TERMS AND CONDITIONS — Your signature on page 1 constitutes full acceptance of the following.

BINDING CONTRACT

ProRome Tours undertakes to render to each traveler (hereinafter referred to as "Participant") intending to participate on a ProRome Tour (hereinafter referred to as "Tour") the complete package of services understood to constitute Tour, as mutually accepted and agreed between ProRome Tours and Participant. Further, Participant undertakes to render to ProRome Tours the complete payment for Tour as mutually accepted and agreed between ProRome Tours and Participant.

ACCEPTANCE OF TERMS AND CONDITIONS

In submitting a completed registration form, Participant fully acknowledges his or her acceptance of the Terms and Conditions found herein. We may make changes to the Terms and Conditions at any time. Any changes we make will be effective immediately when we post a revised version of the Terms and Conditions on the Site. The "Last Updated" date above will tell you when the Terms and Conditions were last revised. By continuing to use this Site after that date, you agree to the changes. To the extent that these Terms and Conditions differ from a prior version of the Terms and Conditions which you previously agreed to, this version of the Terms and Conditions supersedes and governs.

TOUR BALANCE AND PAYMENT SCHEDULE

The Tour balance is billed as follows: • Trip Deposit – Due at Registration • First Installment – Due 180 Days Prior to Departure • Second Installment – Due 150 Days Prior to Departure • Group Airfare (if desired) – Due 120 Days Prior to Departure • Single Occupancy Surcharge (if desired) – Due 90 Days Prior to Departure. Installment amounts and due dates are outlined in the payment schedule found on the trip webpage and trip brochure.

LATE PAYMENTS

Payments more than 10 calendar days late are subject to a 5% late payment fee. Payments more than 30 calendar days late will result in trip forfeiture.

CANCELLATION POLICY — PARTICIPANT CANCELS

The following cancellation policy applies if Participant cancels for all Tours UNLESS otherwise noted on trip webpage. In the event that Participant cancels 100 days or more prior to Tour departure date, Tour is 100% refundable (less the non-refundable deposit). In the event that Participant cancels anytime from 100 to 75 days prior to Tour departure date, Tour is 50% refundable. In the event that Participant cancels within 75 days of Tour departure date, Tour is 100% non-refundable. The only exception to the above policy will be for name changes: up until 60 days before departure we can accommodate name changes for a \$250 fee. The Participant canceling will be refunded the full amount minus the registration and name change fees unless another arrangement is agreed upon by all parties.

CANCELLATION POLICY — PROROME TOURS CANCELS

There are two scenarios in which ProRome Tours might cancel a tour. Tour is economically unfeasible: A minimum of 25 persons is required to constitute a Tour group. If, 100 days prior to the Tour departure date, there are fewer than 25 persons registered for the Tour, ProRome Tours will cancel the tour and will issue a full refund to Participant, less the non-refundable deposit. In the event that the Tour is canceled the non-refundable deposit will be converted into a credit to be used toward any ProRome Tour or program, with no expiration. Border closure, war, act of God, pandemic, etc.: In one of these scenarios ProRome Tours will endeavor to issue a full refund. If full refunds are not possible, the trip will be rescheduled and a credit equal to the total amount paid will be issued to Participant.

ACCEPTED FORMS OF PAYMENT

Tour payments can be made by: Personal Check; E-Check (\$5 bank convenience fee); Credit Card (Visa, Discover, American Express or Mastercard), PayPal, Apple Pay and Google Pay (3% bank convenience fee). Please note that payments made online that fail due to insufficient funds, account holds, or incorrectly inputted account/routing/card information will result in a fee of \$20 added to your invoice. Online payments take up to 2 business days to appear on your invoice.

REFUNDS

Refunds can take up to 30 days to be issued. Please note that refunds will not include any convenience fees.

25 PERSONS REQUIRED FOR TOUR

A minimum of twenty-five persons is required to constitute a Tour. If, 100 days prior to the Tour departure date, there are fewer than 25 persons registered for the Tour, ProRome Tours will cancel the tour and will issue a full refund, less the non-refundable deposit. In the event that the Tour is canceled the non-refundable deposit will be converted into a credit to be used toward any ProRome Tour or program, with no expiration.

AIRLINE BOOKINGS

ProRome Tours will not accept any responsibility for mistakes or errors in airfare bookings made by independent third parties. Airlines and travel agencies concerned are not to be held responsible for any act, omission or event during the time passengers are not on board their planes or conveyances.

Flying Separately

If the Participant chooses to book flights separately, the client will only pay for the "land" portion of the trip cost. If the Participant chooses this option and arrives at a different time than the group, they are responsible for their transportation to meet the group. No changes to airfare bookings are possible within 100 days of departure.

Minimum Numbers

Airline contracts require that a minimum of 10 persons book. If the minimum number of 10 is not met then the group contract will be forfeited and individual travelers will be asked to purchase their own flights. This will be communicated no later than 100 days prior to the tour departure date.

Seating Arrangements & Upgrades

Groups are allocated in the Economy Cabin of the airplane. If upgrades are possible for your trip, ProRome Tours will inform the group with instructions on how to request an upgrade. When available, upgrades are subject to availability at an additional cost. Starting prices for Premium Economy upgrades (or similar) typically range between \$1,000–\$2,500 total per person, and Business/First (or similar) typically range between \$2,500–\$5,000 total per person. Upgrades must be paid for in full at the time of booking and are always NON-REFUNDABLE and NON-TRANSFERABLE.

Deviations

Deviations are sometimes possible, subject to availability, on one leg of a group flight. The Participant is responsible for paying the difference in airfare and a \$50 deviation fee. Participants on a student Tour will only have the option to upgrade their airfare at the request of the trip organizer.

PASSPORTS

A valid passport is required for each ProRome Tour. Your passport must be valid for at least six months after the Tour conclusion date. ProRome Tours will not accept any responsibility for invalid, lost or stolen passports.

SINGLE ACCOMMODATIONS AND SUITE UPGRADES

A limited number of single occupancy rooms are available at extra cost on a first-come, first-served basis. ProRome Tours will make reasonable efforts to assist persons requesting a roommate. If a roommate is not confirmed, the single occupancy surcharge will be charged. ProRome Tours is only able to provide single and double occupancy rooms. Some exceptions may apply to student Tours depending on the hotel accommodations available.

TRIP BOXES & ADDRESS CHANGES

It is the Participant's responsibility to update ProRome Tours of a change in address. If the Tour includes a trip box sent to the Participant before departure, a fee of \$25 will be charged when a second box is requested by a pilgrim because a change in address was not shared.

TRIP INSURANCE

ProRome Tours strongly recommends the purchase of travel insurance, which is available for coverage of expenses in conjunction with cancellation due to illness or accident. A complimentary travel insurance quote will be issued to each Participant upon registration for the Tour.

HIGH-DEMAND ATTRACTIONS

Please note that due to extremely high demand, attractions and entrances that require ticketed pre-booking (such as the Scavi Tour, the Vatican Museums, the Colosseum, the Uffizi and Accademia Museums and others) cannot be guaranteed to take place during the time and date listed on the itinerary, and in rare cases, may not take place at all. If ProRome Tours is unable to secure

admission to these attractions, suitable alternatives will be arranged.

TOUR PROGRAM SEQUENCING

While every effort will be made to arrange the touring program as listed in the brochure, the sequencing of events may change based on the availability of entrance tickets, restaurant reservations and other bookings.

BASIS OF RATES

Prices are based on current rates of exchange, tariffs and taxes. ProRome Tours reserves the right to increase Tour prices to cover increased costs, tariffs and taxes, and to reflect fluctuations in foreign exchange markets. ProRome Tours also reserves the right to withdraw a Tour or any part of it to make such alterations in the itinerary or with the Tour inclusions as it deems necessary or desirable and to pass on to Tour members any expenditures or losses caused by delays or events beyond its control. Itineraries and arranged sightseeing are subject to change at any time due to unforeseen circumstances or circumstances beyond ProRome Tours' control. Every effort will be made to operate Tour as planned, but alterations may occur after the final itinerary has been issued. While ProRome Tours will make reasonable efforts to maintain the listed prices, if it is necessary to levy a surcharge, ProRome Tours reserves the right to do so and will notify you at the time of final invoicing.

HEALTH REQUIREMENTS

ProRome Tours expects you to make a realistic assessment of your health. All Participants are expected to be in active good health, to enjoy traveling as part of a group, and to be ready to experience cultural differences with grace. Walking and climbing stairs are required in many hotels and airports, to board the aircraft, and as part of many excursions. Prior to traveling, we highly recommend visiting your personal physician for a check-up, so that you may discuss your ability to participate in this type of journey. Any physical condition requiring special attention, diet, or treatment should be reported in writing when the reservation is made. We will make reasonable efforts to accommodate Participants with special needs; however, we cannot accommodate wheelchairs. If you require a slower pace, extra assistance, or the use of a cane or walking stick, arrangements will be made for private touring at each destination, if necessary, at the discretion of our Tour staff. Any extra cost for such arrangements will be the responsibility of the Participant.

TOUR PARTICIPANT DISMISSAL

ProRome reserves the right to dismiss any Participant from the Tour for any reason. If a Participant causes a staff member or fellow traveler to feel unsafe, the Tour Manager or Company Owner will dismiss the aggressor from the tour at the Participant's own expense. If necessary, law enforcement will be notified.

PHOTOGRAPHY AND VIDEO

We reserve the right to take photographs or videos (the "Photography") during the Tour and to use the Photography for promotional purposes. Participants who prefer their images not be used must notify us in writing before the commencement of the Tour.

RELEASE OF LIABILITY

Neither ProRome Tours nor any of its respective owners, directors, employees, contractors, officers or agents (collectively, the "Released Parties") shall be held liable for (A) any damage to, or loss of, property or injury to, or death of, persons occasioned directly or indirectly by an act or omission of any other provider, including but not limited to any defect in any aircraft, watercraft, or vehicle operated or provided by such other provider, (B) any loss or damage due to delay, cancellation, or disruption in any manner caused by the laws, regulations, acts or failures to act, demands, orders, or interpositions of any government or any subdivision or agent thereof, or by acts of God, strikes, fire, flood, war, rebellion, terrorism, insurrection, sickness, quarantine, epidemics, pandemics, theft, or any other cause(s) beyond their control, and (C) any and all claims, actions, or losses for bodily injury, property damage, wrongful death, loss of services, lost profits, consequential, exemplary, indirect or punitive damages or otherwise that may arise out of or occur during your travel in connection with the Tour. The Participant waives any claim against any of the Released Parties for any such loss, damage, injury, or death, including any right to seek consequential, punitive or exemplary damages against any of the Released Parties for any reason whatsoever. None of the Released Parties shall be liable for any air carrier's cancellation penalty incurred by the purchase of a nonrefundable ticket.

ACKNOWLEDGEMENT OF RISK

You understand and acknowledge that your travel in connection with and participation in the Tour or any activities which may take place during the Tour, may involve risk and potential exposure to injury or fatal injury and that risk and dangers may arise or be caused by the negligence or participation of other Participants, contractors, and/or subcontractors for the Tour or from other

foreseeable and unforeseeable causes including weather and other acts of nature.

EXPRESS ASSUMPTION OF RISK AND RESPONSIBILITY

In recognition of the inherent risk of the travels and related activities in which you are intending to engage, you confirm that you are physically and mentally capable of participating in the Tour and that you willingly and voluntarily assume full responsibility for any injury, loss or damage suffered by you or caused by you. By registering for the Tour, you certify that you do not have any mental, physical or other condition or disability that would create a hazard for yourself or other Participants. ProRome Tours reserves the right in its sole discretion to accept, decline to accept or remove any Participant on the Tour and reserves the right, subject to the terms and conditions contained herein, to withdraw any part or all of the Tour and to make such changes as may be necessary.

ARBITRATION

Any controversy or claim arising out of or relating in any way to these Terms and Conditions, to the Limits on Responsibility Clause, or any information relating in any way to the trip, or to the trip itself, shall be settled solely and exclusively by binding arbitration in Virginia, USA, in accordance with the rules of the Arbitration Association then existent.

EXCLUSIVE GOVERNING LAW AND JURISDICTION

This Agreement shall be governed by the laws of the State of Virginia, without regard to conflicts of laws principles. If the right to seek arbitration is for any reason waived by both parties, or if judicial review of any arbitration is sought, any action or legal proceeding arising out of this Agreement shall be brought exclusively in the courts of the State of Virginia, or, if it has or can acquire jurisdiction, in the United States District Court for the Western District of Virginia or the appropriate appellate courts, and the parties hereby waive any objection to venue or jurisdiction in connection therewith. In connection with any action or legal proceeding arising out of this Agreement, the parties hereby specifically and knowingly waive any rights that either party might have to demand a jury trial.

LIMITS ON RESPONSIBILITY

ProRome Tours does not own or operate any entity which is to or does provide goods or services for your trip. It purchases transportation (by aircraft, coach, train, vessel or otherwise), hotel and other lodging accommodations, restaurant, ground handling and other services from various independent suppliers. All such persons and entities are independent contractors. As a result, ProRome Tours is not liable for any negligent or willful act of any such person or entity or of any third person. ProRome Tours acts solely as agents for the Participant with respect to all transportation, hotel and other Tour arrangements. In that capacity, ProRome Tours exercises all reasonable care possible to ensure the traveler's safety and satisfaction, but ProRome, LLC neither assumes nor bears any responsibility or liability for any injury, death, damage, loss, accident, delay, or irregularity arising in connection with the services of any airplane, train, ship, automobile, motor coach, carriage, or other conveyance, or the actions of any third-party involved in carrying the traveler or in affecting the Tour. ProRome Tours is not responsible for damages, additional expenses, or any other losses due to cancellation, delay or other changes in air or other services, sickness, weather, strike, war, civil disturbances, epidemics, pandemics, acts or threats of terrorism, travel warnings or bans, termination or suspension of war risks or other carrier insurance, quarantine, acts of God or other causes beyond its control. All such losses must be borne by the traveler, and Tour rates provide for arrangements only for the time stated. In the event of cancellation, delay or rescheduling mandated by any of the aforesaid causes beyond ProRome Tours' control, the passenger shall have the option to receive a refund of as much of such advance Tour expenditures as ProRome Tours can recover on the traveler's behalf from carriers, third-party Tour vendors, etc., but ProRome Tours shall not have any obligation or liability to the traveler beyond the foregoing. ProRome Tours reserves the right to make alterations to the Tour's itinerary and to substitute hotels, vehicles, ships, or activities if this is required. ProRome Tours reserves the right to cancel, delay, or reschedule any Tour prior to departure, and, so long as this is not due to any of the aforesaid causes beyond our control, the passenger shall be entitled to a full refund of all monies paid to that point if he/she so desires, less any non-refundable deposits or uncollectible expenses incurred. ProRome Tours is not responsible for delays, changes or cancellation costs due to incorrect, incomplete or expired traveler documents. In addition and without limitation, ProRome Tours is not responsible for any injury, loss, death, inconvenience, delay or damage to personal property in connection with the provision of any goods or services whether resulting from but not limited to acts of God or force majeure, illness, disease, acts of war, civil unrest, insurrection or revolt, animals, strikes or other labor activities, criminal or terrorist activities of any kind, overbooking or downgrading of services, food poisoning, mechanical or other failure of aircraft or other means of transportation or for failure of any transportation mechanism to arrive or depart on time.