



Thank you for your interest in i-SUSTAIN's **Sustainable Cities Delegation to Denmark and Sweden, Sept 9-14, 2018.**

**Cost of the Study Tour:**

Early Registration - through June 1, 2018 : \$3,995  
Regular Registration - June 2 through Aug. 1: \$4,495  
Late Registration - After Aug. 1: \$4,995  
Guest Rate: \$1,500

**Payment Schedule:**

Down payment of **\$1995** is due with application. Remainder is due sixty days prior to the start date.

Any payments for late registration must be made in full.

**Cancellation:**

\$1,200 constitutes a non-refundable deposit. The remainder of the deposit is refundable up to 90 days before the start date of the study tour. After this date there is no refund but 50% of the total payments will be applied towards any future i-SUSTAIN study tour.

**The participant fee includes:**

- Hotel (4 star, standard Room - double occupancy\*)
- Breakfast and either lunch or dinner each day
- The program: all site visits and presentations.
- All program-related transportation. **(The registration fee does not include airfare. All travel arrangements to and from the delegation are the responsibility of the participant.)**

\*Don't want a roommate? Single occupancy accommodations are available for an additional **\$895**. (If you don't sign up before the trip for a single room then decide you prefer one once you get to the tour city, an additional \$250 may be charged in addition to the normal \$895 single occupancy fee.)

**Spouses/Partners/Significant Others**

We realize that some of you will want to bring someone with you. Although we cannot accommodate guests in the program itself, you might want to take advantage of our guest rate. This includes attendance at all group dinners, breakfast every morning and program-related transportation between cities.



## Registration & Application Process

Please complete the registration form below and include with your payment in the form of a check. We do not accept credit cards.

Check all that apply:

Early Registration - through June 1, 2018 : \$3,995 \_\_\_\_\_  
Regular Registration - June 2 through Aug. 1: \$4,495 \_\_\_\_\_  
Late Registration - After Aug. 1: \$4,995 \_\_\_\_\_  
Single Room Occupancy Surcharge: \$895 \_\_\_\_\_  
Guest Rate: \$1,500 \_\_\_\_\_

## AIRFARE IS NOT INCLUDED IN THE ABOVE PRICES

Make checks payable to i-SUSTAIN, Inc. and mail to:

**i-SUSTAIN**  
**1410 E. Pine St., W120**  
**Seattle, WA 98122**

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Contact Info:

Today's Date: \_\_\_\_\_

Name: \_\_\_\_\_ Title \_\_\_\_\_

Organization: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

e-mail: \_\_\_\_\_

Assistant's Name: \_\_\_\_\_

Assistant's Phone: \_\_\_\_\_ Assistant's e-mail: \_\_\_\_\_

How did you hear about this tour? \_\_\_\_\_

## TRAVEL INFO

Your name as it appears on passport: \_\_\_\_\_

Passport Number: \_\_\_\_\_ Exp. Date: \_\_\_\_\_

Emergency Contact (name and phone): \_\_\_\_\_

# Medical Information Form

Please answer the following questions keeping in mind that they are designed to give us information we will need if you require healthcare.

1. Do you have health insurance? \_\_\_\_\_  
Does it offer coverage abroad? \_\_\_\_\_  
Name of health insurance carrier \_\_\_\_\_  
Policy number \_\_\_\_\_

2. Please indicate any aspect of your health that may affect you during this trip (back pain, diabetes, allergies, epilepsy, etc.) Explain what medications and treatment are necessary and describe any allergic reactions or other side effects to medication.

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3. Do you have any special dietary needs? If so, specify.

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4. Urban sustainability study tours require some degree of physical exercise, including but not limited to fast-pace walking and bicycle rides. If you are not comfortable, we will try to make other arrangements for you. By participating in this professional research mission you release all liability from i-SUSTAIN for unintended consequences that would arise from these activities.

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I have answered the above questions to the best of my knowledge and have not withheld any relevant information.

Signature \_\_\_\_\_ Date \_\_\_\_\_



## Important Travel Insurance Information

i-SUSTAIN recommends that our participants purchase travel insurance to protect themselves against financial loss in the case of cancellation or interruption of the trip, medical or personal emergencies or other unforeseen events.

To compare travel insurance policies and providers go to <http://www.quotewright.com> or [www.squaremouth.com](http://www.squaremouth.com)

Please note that most providers will offer considerable advantages if you purchase your travel insurance within 20 days of your initial deposit for the trip.

I agree hereby that i-SUSTAIN has provided me with information and advice to acquire travel insurance.

Signature \_\_\_\_\_ Date \_\_\_\_\_

## Cancellation Policy

Participants applying under Early and Regular Registration agree that **\$1200** of the down payment amount constitutes a non-refundable deposit. The remaining amount from the down payment is fully refundable until ninety days before the start date of the professional research mission. After this date, the amount is no longer refundable, but 50% of it can be applied to another i-SUSTAIN professional research mission.

For participants applying under Late Registration, 50% of the fee will be applied towards a future Study Tour.

I understand that if i-SUSTAIN cancels the tour for a cause it has control over, all deposits and payments will be refunded in full. For cancellation unrelated to events or circumstances i-SUSTAIN has control over, such as Acts of God or terrorism, i-SUSTAIN will refund all funds not already expended on my behalf. I agree that i-SUSTAIN is not liable for expenses that it has already paid on my behalf plus any other expenses I may have incurred. I will submit a claim to the travel insurance provider I have chosen, and release i-SUSTAIN from any liability.

I have read and understood the cancellation Policy.

Signature \_\_\_\_\_ Date \_\_\_\_\_