



# Group Leader Release and Agreement

Please complete this form immediately and return it to EF in the prepaid envelope *within a week of receipt* so that we can continue planning your tour.

## Group Leader Release

I, \_\_\_\_\_, understand that, without limitation, EF Cultural Tours, Ltd, EF Institute for Cultural Exchange, Inc., their parents, subsidiaries, affiliates, employees, officers, directors, or agents (collectively "EF") are not responsible for any injury, loss, or damage to person or property, death, delay or inconvenience in connection with the provision of any goods or services occasioned by or resulting from, but not limited to, acts of God, force majeure, acts of war or civil unrest, insurrection or revolt, strikes or other labor activities, criminal, terrorist or threatened terrorist activities of any kind, overbooking or downgrading of accommodations, structural or other defective conditions in lodging facilities (or in any heating, plumbing, electrical or structural problem therein), mechanical or other failure of airplanes or other means of transportation or for any failure of any transportation mechanism to arrive or depart timely, dangers associated with animals, sanitation problems, food poisoning, epidemics or the threat thereof, disease, lack of access to or quality of medical care, difficulty in evacuation in case of a medical or other emergency, or for any other cause beyond the direct control of EF. I assume all such risk as well as any risks with regard to independently engaged activities.

In addition, I grant EF and its agents full authority to take whatever actions they may consider to be warranted under circumstances regarding my health and safety. I authorize EF and its agents, at their discretion, to place me, at my own expense and without further consent, in a hospital at any point outside of the United States for medical services and treatment, or if no hospital is readily available, to place me in the hands of a local medical doctor for treatment. If deemed necessary or desirable by EF or its agents, I authorize them to transport me back to the United States by commercial airlines or otherwise at my own expense for medical treatment.

I understand that I am responsible for the supervision and discipline of the participants in my group. I understand that this is a supervised program and that group standards must be observed. I agree that EF shall have the right, at its discretion, to terminate my services as EF Group Leader for failure to maintain these standards, or for actions or conduct which EF considers to be detrimental to or incompatible with the interests, harmony, comfort or welfare of the tour as a whole.

I understand that EF reserves the right, without penalty, to cancel programs due to insufficient enrollment, or to transfer my group to a similar tour and to make alterations in itineraries at any time with out prior notice. I understand that EF's publicity material may include statements by its group leaders and/or their photographs, and I consent to such use of my comments and photographic likeness.

I agree to irrevocably and unconditionally indemnify, release and forever discharge EF from any and all claims or causes of action which I have or may hereafter have, which arise out of injury, damage or loss of any kind to myself or my property resulting from my participation, involvement in and/or leadership of an EF tour, regardless of how such injury, damages or loss may arise.

I have completely read and fully understand the foregoing Release and Agreement as well as EF's Booking Conditions and other provisions of the EF Brochure and agree to be bound thereby.

## Group Leader Agreement

### I hereby agree to the following:

1. I have read and agreed to EF's Booking Conditions and will ensure that my participants and their parents have also read and agreed to the Booking Conditions and fully understand EF's payment schedule and cancellation policy.
2. I shall be the liaison between my participants and EF Educational Tours. As such, I agree to read all written materials and relay all relevant information given to me by my tour consultant to my participants.
3. I understand that my requested tour may change and that my tour date may change up to four days from my request.
4. I understand that in the event that I am unable to recruit enough paying participants to meet the free place ratio, I will be responsible for paying a discounted Program Fee no later than 30 days prior to my tour.
5. I understand that if my annual earning (e.g., stipend or referral incentive) is \$600 or more, it is subject to taxes and a 1099 form will be mailed in late January. I will provide EF with my Social Security number to process the form.
6. I am responsible for confirming that my participants have valid passports and meet all entry requirements for the destinations of our tour. I will explain to my participants that EF tours is not responsible for cancellations due to lack of a passport or visa, and standard cancellation policies will apply.
7. I shall perform the duties of group leader as outlined in the *Countdown to travel!* booklet.
8. I am solely responsible for the safety and supervision of the participants in my group and ensuring that they adhere to the EF Educational Tour Regulations listed in the *Countdown to travel!* booklet and the *Traveler's Handbook*. It is my responsibility to take disciplinary action should there be any infractions of these rules. These responsibilities cannot be passed on to the EF Tour Director or other adults or group leaders on the tour.
9. I shall stay behind with a participant in the case of illness, accident, lost passport, etc., while a responsible adult stays with the rest of the group.
10. I understand that should I decide to cancel the tour, and I am unable to find a replacement group leader, standard cancellation fees will be applied to my participants' accounts.

### EF Educational Tours agrees to do the following provided the group leader carries out the obligations listed above:

1. To pay stipends prior to the tour's departure (as specified in the *Countdown to travel!* booklet), provided all participants have paid in full.
2. To maintain commercial general liability insurance for the group leader, school and/or school district (if applicable) which provides coverage with respect to any covered claims by participants related to the tour. EF also agrees to obtain a release from the participant and/or the participant's parents related to such potential claims.

Signature of EF Group Leader \_\_\_\_\_

Date \_\_\_\_\_

*EF Educational Tours are organized and operated by EF Cultural Travel, Ltd., Lucerne Switzerland.  
EF Educational Tours are marketed in the US by EF Institute for Cultural Exchange, Inc.*

EF Group Leader Name \_\_\_\_\_ Account Number \_\_\_\_\_

Tour Consultant Name \_\_\_\_\_