

3 CAPITALS CYCLE CONDITIONS OF ENTRY

1. For this challenge we require a non-refundable registration fee amount detailed in the Classic Tours registration pack. This should be enclosed with your Registration Form.
2. There are two payment options for this challenge. Please indicate which one you have chosen **by ticking the appropriate box on the Registration Form:**
 - A) **Option 1**

You will pay the registration fee (amount detailed in the Classic Tours registration pack) yourself and commit to raising a minimum amount of sponsorship in aid of your chosen charity. You will need to discuss with your chosen charity what the minimum sponsorship level will be. We suggest the minimum sponsorship level detailed in the Classic Tours registration pack. This way your charity retains over 50% of the money you raise while the rest will go to pay the balance of your tour cost. We will invoice your chosen charity at 8 weeks prior to departure, for the tour cost minus the registration fee. You will pay all your sponsorship money to your chosen charity, not Classic Tours. Your chosen charity will need to receive 100% of your minimum sponsorship by 10 weeks prior to departure. Until your charity receives 100% of the minimum sponsorship your place on the challenge is not confirmed.
 - B) **Option 2**

You will pay the registration fee and the full tour cost of the challenge yourself, this amount is detailed in the Classic Tours registration pack. You will also be asked to raise as much sponsorship as you can for your chosen charity, but there is no minimum sponsorship requirement. You will pay all your sponsorship money to your chosen charity.
3. The tour cost is based on a minimum of 30 people taking part. If the number falls below this level the tour cost may increase.
4. You **MUST** notify your chosen charity that you will be participating in this challenge, raising funds in their name and discuss your payment option with them. They may require you to sign their terms and conditions.
5. Upon receipt of your registration we will seek written confirmation from your chosen charity that you have contacted them, they have authorised you to raise funds in their name, they are aware of how you are funding the challenge and, if applicable, that they will be invoiced for the balance of your tour costs. Once we have received this from your charity we will confirm your successful registration.
6. All funds raised in connection to this challenge should be paid directly to your chosen charity.
7. When fundraising you **MUST** make clear to donors what proportion of funds raised are going to the charity and how much towards costs.
8. Should you, for whatever reason, cancel your place on the challenge, the cancellation terms are set out in the Classic Tours Booking Conditions.
9. If you withdraw in circumstances where recovery of cancellation charges is indemnified under your travel insurance and your tour cost is being paid by the charity out of your sponsorship money, you hereby agree that you will co-operate in the recovery of these charges from the insurers and any sums recovered under the policy will be paid to the charity.
10. Should you have to withdraw, all sponsor forms and monies should be forwarded to the charity or returned to the sponsors.
11. If you are unable to meet the sponsorship money requirements, you will forfeit your place. However, you may choose to make up the balance yourself.
12. Except as stated in the Booking Conditions, the registration fee is non-refundable.
13. You must be at least 18 years old before the departure date of the event.
14. Classic Tours specialises in charity challenges of this nature and is fully bonded with ABTOT. Classic Tours is unable to accept liability for any loss or damage; however arising, or for the cancellation of the event for any reasons outside their control.
15. Itineraries, schedules and accommodation may change and other alterations may occur which are beyond the control of Classic Tours.
16. Your passport must have at least six months to run from the date you return to the UK.
17. You participate at your own risk. If you are refused passage and/or entry/exit to or from France, any additional costs incurred are your responsibility.
18. This is an active challenge and by registering for the event you pledge to undertake a serious training regime to achieve the best possible fitness for the challenge. For cycle rides you should be able to average at least 8mph throughout the day and ideally be over an average of 9mph.
19. You must wear a cycling helmet at all times when cycling during the event.
20. If you are 65 or over, have a medical condition, take any medication or have been hospitalized within 12 months of departure you **MUST** get your medical form signed by your GP to confirm that you are fit and able to take part in the challenge.
21. You must have adequate travel insurance that will cover you for the specific activities you will be undertaking, including medical expenses and emergency repatriation. You will be asked to provide proof of travel insurance by 8 weeks prior to the event, or you may forfeit your place on the challenge.
22. If you register for a challenge you will provide us with a certain amount of Personal Data which we will process for the purpose of administering the challenge. We will pass on your personal details to the charity you have chosen to support and other travel suppliers directly associated with the operation of your challenge. Examples of these travel suppliers include (but are not limited to) the flight agent, airline, ground handler, consultant medical advisor, tour manager and doctor / medic accompanying the challenge. Examples of your personal details include (but are not limited to) your name, address, date of birth, passport details, next of kin, dietary requirements and medical history, including any pre-existing medical conditions. We will not sell, rent or share your personal details with any unrelated third parties.

23. In order to complete your booking we may need to disclose some of your Personal Data to organisations who may also act as 'joint data controllers' or 'data processors'. Some of these companies may operate outside of the European Economic Area ("EEA") and so would mean that the personal data we collect from you may be transferred to and processed to staff and companies operating outside of the EEA. Controls for data protection may not be as strong outside of the EEA however we will only pass relevant information on to persons/organisations that are responsible for part of your challenge arrangements. If we are unable to pass this information on we may not be able to accept your booking. By submitting your personal data, you agree to the transfer of your personal information. Classic Challenge will take all reasonably necessary steps to ensure that your data is treated securely and in accordance with this Privacy Policy.

24. In accordance with the Data Protection Act (1998) and GDPR (2018), you may ask us in writing for a copy of the information we hold about you. We aim to respond to you within 21 days from the date of the request.

25. By registering to take part in this charity challenge I give permission for any photos taken of myself to be use for future marketing purposes and on our social media platforms.

26. Classic Tours may, at their sole discretion, withdraw places on the 3 Capitals Cycle challenge if it is believed to be in their best interest.