

GLOBAL EXCHANGE

Agreement for Global Exchange Customized Reality Tours And Chabot College

“Sustainability and Natural History in Cuba”
January 4 – 17, 2013

1. Sponsoring organization

Global Exchange (GX)

2017 Mission St. #303

San Francisco, CA 94110

Tel: 415-255-7296

Fax: 415-255-7498

Co-sponsoring organization

Chabot College

25555 Hesperian Blvd.

Hayward, CA 94545

Contact persons

Malia Everette

Reality Tours Director

Email: malia@globalexchange.org

Tel: 415-575-5520 (direct)

Cosponsoring contact

Rick Moniz

Organizer

rmoniz@chabotcollege.edu

Tel: 510-723-6958

Leslie Balog

Cuba Reality Tours Program Coordinator

Email: leslie@globalexchange.org

Tel: 415-255-7296 #242

2. Responsibilities of Global Exchange contact people:

Reality Tours Director: works to supervise planning and implementation of customized tour and works with co-sponsoring organization from trip inception to finalization of contract. The Director can work with the co-sponsoring organization to modify this agreement or the terms of the agreement.

Cuba Reality Tours Program Director: works with co-sponsoring organization to ensure participant applications are processed, informs and updates participants regarding the logistics until departure date and will ensure you receive invoices and receipts that you need as well as send out all our literature to either you or to each participant (please notify which way you prefer). The coordinator organizes the trip program in collaboration with our on-the-ground contacts and the contacts of the co-sponsoring organization where appropriate.

3. Suggested Program Highlights and Purpose of the tour

For the purposes of this contract the tour itinerary is summarized into suggested Program Highlights or Sample Itinerary. After the contract is signed the Global Exchange Cuba Program Coordinator will work with the co-sponsoring organization to tailor the program to fit the particular interests and requirements of the group (as available) and thereafter provide you with a confirmed trip itinerary.

The following sample itinerary serves as a foundation for your journey and therefore is subject to change, depending on availability and/or program scheduling. Last minute additions and changes can be forwarded but not guaranteed. Please speak with our Cuba coordinator to evolve your program between the signing of this contract and your departure.

This program is meant to complement the purpose and educational objective of the we have a plan for a daily activity around core issues: education, medicine, faith, political-economy, environment, culture, agriculture/trade and women. each day would be a full day program around the above themes.

Cuban Research Schedule

The Cuban System research delegation will give North American participants access to information in a wide range of topics and themes of interest. The program organizes structured visits inside Cuba to give full access to Cuban Life. Participants will gather information through direct and participatory observation.

Requested Itinerary: Please know this is our requested itinerary it is subject to confirmation and modification according to weekend scheduling and availability.

January 4 – 17, 2013

January 4, Friday, Today we arrive in Santiago. We will stay Casa Granda on the city's Plaza. We will lunch overlooking the Caribbean at the Castillo del Morro. Our meeting with students, time permitting, will be at the Moncada. Thereafter we will gather for a walking tour of the city. After our hotel check in, the evening is free. Option: Casa de la Trova for music.

January 5, Saturday Our meetings today include a discussion with a representative of an ecumenical agencies, before we are off to Cobre. Here we visit the shrine of Our Lady of Charity. The afternoon examines the historical sweep of Santiago's role in the independence movement and the revolution.

January 6, Sunday We are off to Bayamo birthplace of the First Independence Movement of 1868. The roles of revolutionaries are examined. We will walk this old colonial city with a local guide,

eat lunch at La Casona and stay on the plaza at the Royalton Hotel. In the evening we will go to the local trova.

January 7, Monday Today we are off to the Sierra Maestra and Fidel's command post. It is an opportunity to hike into the mountains or remain in Bayamo for the day to explore on your own. Both options are great.

January 8, Tuesday Our journey next is to Camaguey. The city is home to national icons Carlos Finlay, Ignacio Agramonte and Nicolas Guillen. We will learn about all three men: doctor, citizen-warrior and poet laureate. We will visit their homes and art galleries over the course of our stay. We will stay at the Gran Hotel or Hotel Colon.

January 9, Wednesday We continue with the program of the eighth and visit the Gardens of the Queen on the South Coast. Our visit there is to learn more about the preservation efforts of Cuba and her pristine coastal zones. Tonight we visit the city of Camaguey's trova.

January 10, Thursday We complete our visit of Camaguey and then we are off to Colonial Trinidad. We will stop in Sancti Spiritus for lunch and walking tour of another of the historical old pueblos. We check into the Hotel Ancon or Brisas Trinidad on the Caribbean. Evening free.

January 11, Friday Our visit today into the UNESCO much admired city with focus on Santeria at Casa de Yemaya. We learn about the history of slavery and tour the city. In the evening we will visit the trova.

January 12, Saturday Today we experience Vinales with visits to mogotes and/or caves. We will have lunch at La Ermita overlooking the beautiful valley. We stay at Rancho San Vicente.

January 13, Sunday A leisurely day in Vinales. We will continue on later to Havana. Staying at Santa Isabel.

January 14, Monday There will be an overview of the program and we meet with an old friend, Miguel Coyula, he will describe the architectural wonders of the Old Havana during an extensive walking tour. We will lunch at El Mina. In Havana we will visit the Necropolis de Colon followed by a walking tour of La Habana Vieja with a stop at the Bacardi Building to enjoy a cafecito at Café la Barrita to enjoy the beautiful view. Take a tour of La Colmenita workshop, Children's Theater.

January 15, Tuesday Today we are off to the small city of Guanabacoa to the MuseoHistorico de Guanabacoa. We can possibly eat right next door at Restaurante El Palenque. From there off to Santiago de las Vegas to the small town of El Rincon to visit El Santuario de San Lazaro. This evening visit El Morro.

January 16, Wednesday Visit the Sacra CatedralOrtodoxaRusa on the way to take the water taxi to Regla. Upon return from Regla visit Almacenes San Jose to purchase souvenirs. We will meet at the Literacy Museum and hospital or university. Go to El Palenque for a show of Cuban folklore dance. Our farewell dinner is at El Ajibe.

January 17, Friday Return to U.S.A.

4. Costs

The 12 day land cost for this delegation based on 3 and 4 star hotel is \$2750 per person based on a minimum of 20 -25 paying participants.

The price per person for 16-19 paying participants is \$2930.
The price per person for 10-15 paying participants is \$3380.

The price EXCLUDES Airfare to Havana and the Cuban 30 day visitors visa.

At 20 paying participants you get one land package for free..

Single rooms are available for an additional \$40 a night or \$520

a) The price includes:

- All confirmations in the program
- Double room accommodations in a 3 and 4star hotel Hotels, asking for Santa Isabel in Havana. (five star)
- Transportation by private, air-conditioned motor coach as well as transfers for group as appropriate.
- English speaking, tour guide(s) to accompany the group throughout the touring period.
- Preparatory reading materials.
- GX general annual membership (this is a \$35 tax deduction)
- Admission and fees to museums and program activities.
- Honoraria for speakers and Donations to community groups
- Luggage transfer (at owner's risk throughout). Baggage allowance is two checked baggage with linear dimensions totaling 55" (the sum of the three dimensions), providing all pieces do not exceed 44 pounds. 1 hand luggage piece is allowed and is the responsibility of the passenger throughout.
- Two meals a day (excluding arrival and departure days).

*b)The price does not include the following:***

** Any airfare*

- Expenses of a purely personal nature.
- Room service charges.
- Transportation of luggage in excess of weight allowance.
- Conveyance fees used for private purposes.
- Gratuities to the bellboys and waiters.
- Cuban airport taxes and Mexican Departure taxes
- US airport taxes
- Travel Insurance (We strongly advise that each participant arrange for their own travel insurance).
- Optional Cultural Activities in the evenings
- Gratuities for the guides and drivers (we suggest \$20-30 per person).
- Extra Beverages and one meal a day

c) The price herein contained may be subject to increase by reason of an external event or set of circumstances not reasonably foreseen when the contract was agreed and beyond the control of Global Exchange. Such circumstances may include unannounced airplane ticket price rises, which affect travel or availability of travel to the host country. Please note though that as soon as the contract is signed we will make flight reservations and confirm the prices.

Global Exchange cannot accept any responsibility for such increases that may occur but will endeavor using all reasonable efforts to mitigate any such increases as is possible.

**Each participant is responsible for these charges

5. Global Exchange's Responsibilities

Global Exchange agrees to arrange all the necessary logistics for the delegations including:

- organizing educational based travel services in accordance with Global Exchange's Travel Service Provider's license (TSP).
- processing of applications
- reservations of all flights included in the agreed program costs
- organization and confirmation of the itinerary
- arrangement for all accommodations
- preparatory materials
- provision of an experienced trip coordinator to travel with the group either from point of departure or from point of entry of destination country
- collection of payments and distribution of fees to relevant agencies, operators, etc.

6. Co-sponsor's Responsibilities

i) The cosponsor's group must have a license to travel to Cuba from the Office of Foreign Assets Control (OFAC) of the US Treasury Department to cover all participants in the group OR all participants must fall under the General License categories as defined by the OFAC.

ii) The cosponsor must provide each participant a license letter as per OFAC regulations

iii) The cosponsor agrees to provide a copy of license for GX's records.

iv) The cosponsor agrees to recruit the minimum of 6 participants for the entirety of the trip OR such numbers as is agreed between the parties after the date of this contract but no later than one month before the scheduled date of departure (see addendum for other price/passenger options).

v)The cosponsor agrees, as part of any preparatory materials they send out to potential participants, to include general information about Global Exchange, for the purposes of informing all participants about Global Exchange's mission, programs and goals for the trip, the specific content of this literature to be decided between Global Exchange and co-sponsor. This is very important to us and it also lets your members know we are not a travel agency.

vi)The cosponsoring group agrees to allow the Global Exchange representative/trip facilitator on the tour to make a short presentation in the Orientation meeting to the participants as a group on Global Exchange, its role in and collaborative goals for this tour program.

vii)The cosponsor agrees to allow the Global Exchange representative to participate in the farewell meeting at the end of the tour and provide information to those interested participants who wish to follow-up with people, groups and organizations met during the tour .

viii)The cosponsor agrees to allow the Global Exchange representative to hand-out to each participant, at the farewell meeting, Global Exchange trip evaluation forms for the purpose of gathering feedback from the group as to program content and trip leader performance. This can be a shared form and should be agreed upon by the Reality Tours and the cosponsor coordinators.

7. Payment

- Set-up Fee: A \$1000 **non-refundable** group set-up fee is due as soon as this contract is agreed upon by both parties. This fee will be put towards the final cost of trip or serve as the deposits of the first 5 participants.*

- Deposits and registration forms are due on 75 days before departure.

- Full payment: The entire balance and the travel affidavit, flight, health and liability forms are due on 45 days before departure.

At this time we will also send you out your final materials.

*This payment will be forfeited if the cosponsoring group fails to recruit the agreed upon number of participants and it is decided between the parties that the trip cannot proceed OR if the group decides to cancel the trip for any reason.

8. Licensing and US Travel Restriction to Cuba

Global Exchange is a licensed Travel Service Provider by the Office of Foreign Assets Control (OFAC) of the US Treasury Department. Global Exchange facilitates legal travel to Cuba for groups with their own specific license or for individuals who fall under the general license category of OFAC.

9. Cancellations

Global Exchange also reserves the right to cancel this tour in the event that our participants' and staffs' safety and security is in jeopardy. In the event that Global Exchange decides to cancel the tour for reasons beyond their control (which term will be defined as any acts of government, war, revolution or natural disaster in the destination country, which as agreed between the parties herein will prevent Global Exchange from organizing a tour consistent with Global Exchange's own tour program standards and the requirements of the co-sponsoring organization), at any time prior to the departure date, Global Exchange will refund to each participant all moneys not already paid out, but cannot accept responsibility for any losses incurred to any participants by this cancellation although Global Exchange will make every reasonable effort to assist the passengers in recouping their losses.

It should be noted that tour services for this tour are not provided by Global Exchange, but by carriers, hoteliers, and other suppliers, who are not agents, employees, or servants of Global Exchange. All travel vouchers and other travel documents for tour services issued are subject to the terms and conditions specified by such suppliers some of which exclude their liability to the laws of the countries in which the services are supplied, and to the international conventions between countries. Global Exchange and/or its agents, act only as agents for the tour participants in regard to travel by any means, and thus assume no liability for injury, damage, loss, accident, delay or irregularity which may be occasioned either by reason of default of any company or person engaged in conveying the passenger or in carrying out the arrangement of the tour.

In the case of airline tickets, Global Exchange accepts no responsibility whatsoever for delay, change or cancellation of flights by the airlines and any such losses or expenses incurred must be borne by the participants and each participant must make a claim for any losses incurred directly to the airline or travel agent. In situations where substitutions can be made every reasonable effort will be made to ensure reasonable and satisfactory substitutions.

10. Penalties

Cancellations and/or amendments by tour participants must be received in writing and all cancellations will be effective on the date the written notification is received.

Penalties in accordance with the following schedule:

<i>Tour Dates: January 4 – 17, 2013</i>	<i>Penalty</i>
After receipt of setup fee and before deposit due date	Full setup fee

After final payment is due on (75 days before departure)

100% of total tour cost
(although considerations will
be made on a case to case
basis)

10. Agreement

I have read the information contained in the above agreement and agree to the responsibilities and conditions contained herein.

Leslie Balog

Date

Chabot College Rep.,

Date

April 19 , 2012