



## Code of Conduct | A Further Search of Knights Templar in Portugal

You are responsible to find out if you need a visa and, if so, to get it before departure.

You are responsible for making sure your flight arrival date and time are known to the tour manager.

The tour will proceed as shown in the itinerary unless unavoidable circumstances occur.

Participants may not attempt to change the itinerary during the tour.

While on tour, questions about itinerary or suggestions, requests, etc. are to be posed to the tour manager before bringing to the group for discussion.

If you wish some independent time it is to be arranged with the tour manager beforehand.

You are expected to be on time for daily departures and re-grouping. Everyone will be given the name, address, and phone number of accommodations. Please keep this handy so you can find your own way if the group has to leave without you.

Changes made by the tour manager are necessary and to be honored. They have been made for good reason. Explanations will be given as appropriate, e.g. a political demonstration delay.

Always keep in mind: We are ambassadors for North America. We endeavor to be polite at all times and remember we are guests in someone else's country. Even in crowded situations, pushing and shoving is not acceptable behavior. Acting in an overly dominant manner in stressful situations is unwise and impolite.

If you know that you snore, you are expected to take a single room and pay the single supplement if one applies. Sleep is important for everyone's enjoyment of a tour, including your own.

Every participant in a Sophia Services tour is required to sign this agreement.

I agree to abide by this code of conduct:

\_\_\_\_\_ signature

\_\_\_\_\_ name