

Application Form

1. PERSONAL DATA

TITLE MALE FEMALE

SURNAME (As per your passport)

FIRST NAME MIDDLE NAME (As per your passport)

DATE OF BIRTH NATIONALITY

IF YOU PRACTICE UNDER A DIFFERENT SURNAME PLEASE PROVIDE

PASSPORT NUMBER EXPIRY DATE OF PASSPORT

POSTAL ADDRESS.....

TOWN / SUBURB STATE POST CODE

DAY PHONE NUMBER ()

AH CONTACT NUMBER ()

MOBILE PHONE EMAIL

DO YOU HAVE ANY SPECIAL DIETARY REQUIREMENTS NO YES - PLEASE SUPPLY

.....

ARE YOU TAKING SPECIAL MEDICATION NO YES - PLEASE SUPPLY

.....

DO YOU HAVE ANY CURRENT OR PRE EXISTING MEDICAL CONDITIONS - PHYSICAL OR MENTAL

.....

WILL YOU BE TRAVELLING WITH ANOTHER PERSON NO YES

NAME/S 1 **2**
(If they are planning to do Volunteer work each person MUST submit a separate application form)

TRAVEL EXPERIENCE

MY T-SHIRT SIZE: S / M / L / XL

2. EMERGENCY CONTACT INFORMATION

NAME RELATIONSHIP

EMAIL ADDRESS OF CONTACT

DAY TELEPHONE MOBILE

3. VOLUNTEER PROGRAM

COUNTRY/CITY / AREA YOU WISH TO VOLUNTEER AND / OR

APPROXIMATE DATE TO START VOLUNTEER WORK

INTENDED DURATION OF VOLUNTARY WORK WEEKS / MONTHS (MINIMUM 2 WEEKS)

TYPE(S) OF VOLUNTARY ROLES THAT YOU PREFER

.....

HAVE YOU DONE VOLUNTARY WORK BEFORE? NO YES

WHERE AND HOW LONG

NAME OF THE ORGANISATION

PLEASE ADVISE YOUR TRAVEL ARRANGEMENTS PRE OR POST YOUR VOLUNTEERING PROGRAM.

.....

4. SKILLS AND EMPLOYMENT HISTORY

YOUR PROFESSION

RACGP OR OTHER COLLEGE MEMBER? ARE YOU CURRENTLY EMPLOYED NO YES

NAME OF CURRENT EMPLOYER

No OF YEARS IN YOUR PROFESSION / S JOB TITLE

QUALIFICATIONS.....

LANGUAGES SPOKEN.....

PLEASE OUTLINE YOUR SKILLS AND EXPERIENCE THAT ARE RELEVANT TO THE VOLUNTARY ROLE

.....

WHAT SKILLS or AREAS DO YOU WISH TO USE OR WORK IN AS A VOLUNTEER

.....

.....

.....

HOW DID YOU HEAR ABOUT US

5. REFERENCE [1 FOR PROFESSIONAL PLACEMENTS]

NAME

TELEPHONE

EMAIL

RELATIONSHIP TO YOU

.....

.....

Signed by Applicant and acknowledge that I have read and accept the Terms and Conditions attached to this Form.

Date

Please attach a Brief Resume

TERMS AND CONDITIONS

PLEASE READ THESE TERMS AND CONDITIONS CAREFULLY AS THEY ARE THE BASIS FOR ACCEPTANCE OF YOUR APPLICATION. PLEASE CALL US IF YOU WOULD LIKE TO DISCUSS ANY ASPECTS.

We, us, our: means Doctours Pty Limited.

You, your: means you, the Applicant named in our Application Form.

RESPONSIBILITY:

The flights, hotel accommodation, transfers, voluntary programs and tours comprised in your itinerary are not provided by Doctours, but by other suppliers (the "suppliers"). All travel arrangements are subject to the terms and conditions imposed by the suppliers. You acknowledge and accept those terms and conditions. All possible care is taken to ensure that the suppliers maintain a high standard. Accordingly, we cannot be responsible in any way for day-to-day problems resulting from the booking or any loss, however arising, unless it is the direct result of our negligence. Any liability on our part shall be limited to a maximum of the cost subject to the terms and conditions of the suppliers. We do not accept responsibility for any aspects of your journey affected by matters over which we have no control, including without limitation, war or threat of war, riots and civil strife, terrorist activity, natural disaster, weather conditions, fire, flood, drought, industrial or government disputes or action or reasonable apprehension of the forgoing, cancellation, curtailment or rescheduling of flights.

DEPOSITS AND FINAL PAYMENTS:

A deposit of A\$495 per person is required with your application. This deposit is non-refundable once your application is confirmed. Should you choose to purchase additional travel arrangements through us that are not included in the program, further deposits may be required. Final payment is due at least 2 months prior to departure. If you will be travelling in less than three months at the time your application is confirmed, final payment is due on receipt of our invoice.

CANCELLATION:

Any cancellations of bookings must be made in writing. The deposit is non-refundable once your application is confirmed. Cancellation within 2 months prior to departure will attract higher charges and may be up to 100% of the full price at the discretion of the suppliers. All original documentation must be returned to us so as to process any refunds if applicable. We are not responsible for the cancellation and / or other costs incurred for specially discounted airline tickets, accommodation or other tours not booked through us. We are not responsible for any penalties incurred with frequent flyer programs if additional points / dollar value are requested by the airline due to any changes that occur in our program regardless of the reason. No refunds of any kind can be made for cancellation after travel has commenced, or for any services not used.

AMENDMENTS:

For any amendments to your booking once confirmed, there will be a charge of A\$195 (plus any costs incurred). If the total cost is going to exceed A\$200, we will provide you with details before proceeding. Any changes to the itinerary and its inclusions are at the discretion of the suppliers with or without notice in writing. Any services that are cancelled and not replaced with a similar service will be subject to refund by the suppliers if applicable.

INSURANCE:

It is a condition of your travel arrangements that you have current travel insurance. You must ensure that your policy covers you for the work and activities that you will undertake in the country or countries that you will visit. You must read your policy carefully and ensure that it covers you for loss or damage to luggage, medical and dental expenses, car hire and excess waiver, cancellation, loss of travel documents, accidental death, disability and loss of income as well as personal liability.

VISAS AND PASSPORTS:

Whilst we can provide you with assistance in arranging your visa if requested, it is your responsibility to ensure the correct visa is obtained for the country or countries that you will visit. Passports must be valid for 6 months after your return to Australia. The airlines will refuse boarding to anybody whose name on their airline ticket varies from name on their passport.

TRAVEL BOOKINGS:

All travel arrangements are made by our travel partners, STA Travel (ATAS Accreditation A10872).

AIRLINE INDEMNITY:

IATA or non IATA airlines' involvement in any tours or voluntary programs is as carrier only and are not responsible for any statements or literature to the tours, programs or their features.

ADDITIONAL COSTS:

All costs listed in our marketing materials and additional costs listed in our programs or travel arrangements are subject to change due to currency fluctuations, tour operator, voluntary program supplier and airline increases (including taxes) without notice to the passenger. All increased costs must be paid by the passenger prior to documents being issued. Normal cancellation fees will apply if you choose to cancel the reservation instead of paying the increased costs.

RISK:

You acknowledge and accept that there are risks involved in travelling to developing countries. It is your responsibility to check, before departure, the conditions in and travel warnings issued for all countries in which you will be travelling, and to take care of yourself whilst travelling.

WORK COMPLETED WHILST ON THE PROGRAM:

You acknowledge that your specific work program and location will be dependent on the local need for volunteers in your profession. During the program you are expected to be flexible and complete the work requested of you by the host. All work undertaken by you in the program will be under the supervision of the host and will be in accordance with their needs at the time of the program.

DOCTOURS PTY LIMITED ACN 073 746 746

I, the Applicant / Customer have read and accept the above Terms and Conditions.

Signature

Name (BLOCK LETTERS)

Dated:

DOCTOURS

MEDICAL VOLUNTEERS

Doctours Pty Ltd ABN 16 073 746 746
PO Box 458, Northbridge NSW 1560
Tel: 612 9967 8888
Fax: 612 9967 0242
Email: enquiries@doctours.com.au
April 2016

PAYMENT DETAILS

1. Direct Deposit with National Australia Bank:

BSB: 082 067
Account Number: 134 260 748
Account name: Doctours Pty Ltd Client Account
Reference: 'your surname'

2. Credit card: please complete authorisation details below:

I authorise Doctours Pty Ltd to deduct the amount below from my credit Card.

Please circle: MASTER CARD VISA CARD AMERICAN EXPRESS

NAME ON CARD:

CREDIT CARD NUMBER:

EXPIRY DATE: CCV:

AMOUNT (including surcharge): A\$

SIGNATURE:

MasterCard and Visa cards please add 1.5% surcharge. For PayPal and Amex please add 3%.

Fax: 02 9967 0242

DOCTOURS

MEDICAL VOLUNTEERS

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PO Box 458, Northbridge NSW 1560

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Email: enquiries@doctours.com.au

The Application Process:

An outline of the DocTours application process is as follows:

1. Complete the Application Form and return with a brief CV to our office.
2. Written confirmation of your placement is normally provided within a week. We will create your personal DocTours SmartVault so that you can upload copies of your documents (such as a copy of your passport, travel insurance and flight itinerary) and we will provide details of your trip (such as the contact information of your hosts) in a secure environment. We will send the link to your portal in a separate email.
3. Contact STA Travel if you would like assistance with your flights, optional tours or travel insurance. STA Travel provides special offers and benefits for volunteers and therefore please call direct:
Email: doctours.au@statravel.com
Phone: 1300 675 435
4. Final payment is due 2 months prior to departure.
5. Provide us with your Working with Children Check clearance number and expiry date.
6. Check on current vaccinations required with a travel doctor or www.travelvax.com.au
7. Contact AirborneAid if you would like to take donations of medical supplies to the hospital.
<http://www.airborneaid.org.au/>
8. Approximately 1 month prior to departure you will receive a package containing your travel documents and an information booklet on your destination with tips on clothing, culture, what to pack, safety, security, etc.

If you have any questions, or need any assistance, please do not hesitate to contact us.

We are here to help!