

EXPEDITION RESERVATION CHECKLIST



Due Immediately to Secure Reservation

Medical Information Form
Personal Information Form
Expedition Skills Questionnaire
Expedition Planning Questionnaire
Signed Expedition Contract
15% Deposit of Final Contract Cost

Due ASAP

Waiver
<p>Passport Copy Please email a scan of the face page of each passport. These details are used to prepare the passenger manifest for immigration officials for the Antarctic flight. Visa and health documents may also be required for travel to Chile but do not need to be submitted to our office.</p>

Due 120 Days Before Departure

Permit (if required)
Expedition Support & Safety Form (can submit Iridium numbers at a later date)
Equipment List
<p>First Aid Kit List In a medical event, this information allows ALE doctors to give you the best advice based on the items you have in the field.</p>
<p>Medical Evacuation Insurance Policy All expedition members must hold Medical Evacuation Insurance for the duration of the expedition and at least 7 DAYS BEYOND their return Antarctic flight. Please refer to the Expedition Contract for the insurance amount required.</p>
<p>Trip Cancellation Insurance (optional) We enforce a strict Refund Policy and strongly advise guests to purchase Trip Cancellation Insurance to protect against an event which may force them to cancel or leave an expedition early. We do not require this insurance and you do not need to provide a copy of their policies to us.</p>

Due 90 Days Before Departure

Final Payment
Commercial Filming Questionnaire, Film Treatment/Storyboard, Releases (if required)

Due 30 Days Before Departure

<p>Flight Details for Expedition Leader Email the airline, flight number, and arrival/departure dates and times in Punta Arenas, Chile (PUQ).</p>
Hotel Reservation Form