

## **GUIDANCE NOTES**

EDINBURGH EXECUTIVE TRAVEL TOURS We hope you will find these pointers of benefit to you when considering booking a tour with us. All tours will begin and end in Edinburgh's City Centre unless the itinerary shows an alternative site.

One day tours will start at 0900hrs and be completed by 1800hrs. This will also be the length of the touring day on two and three day tours. All tours will only have one pick-up point and one drop off point.

The prices shown against each tour are for each vehicle and driver guide booked and are not per person. Any other charges incurred during the tour such as all accommodation costs, all meals, all visitor's entrances and parking are the responsibility of the client. When bookings are made our experienced team will, when it is required, offer suggestions and details for your consideration of possible suitable hotel accommodation to meet each client's individual needs.

All tours booked will require a deposit of £50 to be paid by credit card when the booking is made. Deposits are non-refundable. Balance payments will be taken 24hrs before the tour begins on the credit card used for the deposit. Any gratuities for any member of our staff are purely at the discretion of the client.