



8324 SW 40th Street  
 Miami, FL 33155  
 Tel: (800) 993-9667 (toll free)  
 Fax: (305) 559-8258  
[info@marazul.com](mailto:info@marazul.com)  
[www.marazul.com](http://www.marazul.com)

1 Marine Plaza, Suite 302  
 North Bergen, NJ 07047  
 Tel.: (201) 319-1054  
 Tel.: (800) 223-5334 (toll free)  
 Fax: (201)319-8970  
[info@marazul.com](mailto:info@marazul.com)  
[www.marazul.com](http://www.marazul.com)

## INDIVIDUAL APPLICATION FORM

Full Name (as on passport): \_\_\_\_\_  
First M.I. Last Names

Full Name (as on Cuban passport): \_\_\_\_\_  
First M.I. Last Names

Home Address: \_\_\_\_\_  
street city state zip

Birth Date: \_\_\_\_\_ Birth Place(municipality and province) \_\_\_\_\_

Passport Number: \_\_\_\_\_ Exp.Date (must be valid for six months after entry to Cuba) \_\_\_\_\_

Citizenship: \_\_\_\_\_ Occupation: \_\_\_\_\_

Telephone: daytime (\_\_\_\_) \_\_\_\_\_ evening (\_\_\_\_) \_\_\_\_\_

Fax: (\_\_\_\_) \_\_\_\_\_ Email \_\_\_\_\_

Mother's name: \_\_\_\_\_ Father's name \_\_\_\_\_

Mother's Maiden Last Name: \_\_\_\_\_ Gender: \_\_\_F\_\_\_M

If not a U.S. citizen, # of Alien Registration Card or Visa: \_\_\_\_\_ Exp. Date: \_\_\_\_\_

\_\_Please arrange my trip via: \_\_\_Miami \_\_\_Nassau \_\_\_Cancun \_\_\_\_\_other (specify)

Requested date of departure to/arrival in Havana (or specific city) \_\_\_\_\_

Requested date of departure from Havana (or specific city) \_\_\_\_\_

Hotel(s) Requested (please indicate which nights you are requesting for each hotel):

\_\_\_\_\_

\_\_\_\_\_

If not requesting hotel, please indicate full name and address where you will be staying in Cuba \_\_\_\_\_

Additional Requests: (e.g. Visa, Insurance, transfers, meal plans, air within Cuba) \_\_\_\_\_

\_\_\_\_\_

**PAYMENTS:** Credit card payments can only be made via our Credit Card Authorization Form (enclosed).

**U.S. AUTHORIZATION TO TRAVEL:** Marazul Charters, Inc. can only make arrangements on behalf of individuals authorized to travel by the Office of Foreign Assets Control of the U.S. Department of the Treasury. This Office authorizes certain persons to travel by issuance of "specific licenses" and also authorizes certain categories of persons to travel without need to obtain a specific license. Please see below the information we must receive from you in order to determine whether you are authorized to travel to Cuba.

**You must include legible copies of your passport and alien resident card and visa**

**continued**



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**NOTICE TO PASSENGERS**

Cuba Entry Permits and Consular Services:

In order to travel to Cuba, you are required to have an entry permit or a Cuban passport with “Habilitación”. Approval of these permits is at the discretion of the various Cuban entities and Marazul is not responsible for approving or denying applications. The waiting time for the entry permit approval depends on the type of permit you are applying for as well as its duration. In the event you are denied an entry permit, you will be reimbursed for the cost of the visa minus the Marazul service fee (if applicable). To apply for an entry permit, your Cuban passport (as well as U.S. travel documents or those from your country of residence) must be valid. Depending on the type of permit you are applying for, if you choose to apply for a visa with an expired passport, MARAZUL will not be responsible if the entry permit expires before your passport is renewed or before any change related to your required documents that may affect your trip. Passport processing time varies and we can only provide an estimated time. Therefore, Marazul is not responsible for delays.

(INITIALS) X \_\_\_\_\_

PRE-RESERVATION

*A processing fee of \$25 per person is required for the pre-reservation of a flight. Said fee will be credited to the total cost of the flight reservation; the fee is not reimbursable in case of flight cancellation, changes, or document delays.*

*During the month of December, the processing fee is \$150, of which \$50 is not reimbursable in case of changes/cancellation. The charge will be credited to the total cost of the flight reservation.*

If you wish to pre-reserve while waiting for the renewal of your documents (e.g., passport) you should make sure there is reasonable time for the arrangements, since the pre-reservation will be cancelled 10 days before the flight date if the documents have not been received, and the processing fee will not be reimbursed.

Since the \$25/\$50 processing fee is not reimbursable nor transferable, you may wish to wait until you have your documents to pre-reserve. Remember that the processing fee during the month of December is \$150 and only \$100 will be reimbursed in case of changes/cancellations.

The dates, equipment, and schedules of your pre-reserved flights are subject to change, depending on adjustments the charter company may have to make due to unforeseeable reasons. Marazul will not be responsible for those changes.

Once your documents or visa approval is received, you have 10 days before your travel date to pay for your reservation, or whenever the charter company requires payment. In absence of payment, your reservation will be cancelled and the processing fee will not be reimbursed. (INITIALS) X \_\_\_\_\_

Once your flight reservation is confirmed, paid, and ticketed, any other change or cancellation will entail an administrative fee of \$25 (\$50 during the month of December) plus the penalty established by the charter company. If you cancel less than 7 days before the flight date, the charter company may apply a penalty of 50% or 100% of the cost of the ticket, depending on the cancellation date.

If you are travelling with a minor, please inquire about the Travel Affidavit required in specific cases.

ADMINISTRATIVE FEES FOR CONSULAR SERVICE OR OTHER CANCELLATIONS

Any application or service provided by Marazul has an administrative fee which is not reimbursable upon cancellation. The administrative fee does not include charges applied by other providers, when applicable. If a reimbursement applies, it will be processed within a reasonable time period.

If Marazul is paid by check and the check is returned unpaid by the bank, a charge of \$30 applies.

CLIENT SIGNATURE (X) \_\_\_\_\_ DATE: \_\_\_\_\_



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**VISA INFORMATION\*:**

All travelers must have a valid passport and a Cuban visa. You are responsible for having proper documentation on your person to enter Cuba as well as to re-enter the United States and proper documentation to travel via a third country (if necessary) to Cuba. For certain categories of travel Marazul can issue a Cuban visa. The Cuban Government retains the right to grant or deny visas. We are not able to issue Press or Religious or Academic Visas.

**\*Very Important: persons born in Cuba, no matter what your current citizenship, will require additional documentation. Please contact our office for further information.**

**CANCELLATION AND REFUND POLICY:**

Individual arrangements to Cuba are subject to the following cancellation charges if you cancel for any reason:

If your notice is received:	You will receive:
8 or more days before departure.....	Refund less \$25/\$100 reservation fee, visa fee, and airfare if issued on a non-refundable basis.
7 to 4 days before departure.....	Refund less airfare, visa fee, reservation charge and airfare in Cuba.
3 days or less before departure.....	No refund.

**Above charges do not include cancellation charges imposed by the airlines for any connecting flights to/from your point of departure to Cuba. Nor do they include air tickets from Mexican, Canadian or other cities to Havana bought on a non-refundable basis. Marazul Charters, Inc. accepts no responsibility for the issuance or denial of licenses by the Office of Foreign Assets Control nor for the issuance or denial of visas by Cuba.**

**RESPONSIBILITIES**

Marazul Charters, Inc. and its employees, shareholders, officers, directors, successors, agents, and assigns, neither own nor operate any person or entity which is to, or does, provide goods or services for these trips or tours. Because Marazul Charters, Inc does not maintain any control over the personnel, equipment, or operations of these suppliers, Marazul Charters, Inc assumes no responsibility for and cannot be held liable for any personal injury, death, property damage, or other loss, accident, delay, inconvenience, or irregularity which may be occasioned by reason of (1) any wrongful, negligent, willful, or unauthorized acts or omissions on the part of any of the tour suppliers, or other employees of agents, (2) any defect in or failure of any vehicle, equipment, instrument owned, operated or otherwise by any of these suppliers, or (3) any wrongful, willful, or negligent act or omissions on any part of any other party not under the supervision or control of the Operator (4) sickness, weather, strikes, hostilities, wars, terrorist acts, acts of nature, local laws or other such causes. All services and accommodations are subject to the laws and regulations of the country in which they are provided. Marazul Charters, Inc is not responsible for any baggage or personal effects of any individual participating in the trips arranged by Marazul Charters, Inc. Individual travelers are responsible for purchasing a travel insurance policy, if desired, that will cover some of the expenses associated with the loss of luggage or personal effects.

**LIABILITY RELEASE STATEMENT**

I, \_\_\_\_\_, have read the disclaimer stated above and I hereby release and discharge Marazul Charters, its agents, employees, officers, directors, shareholders and successors from and against any and all liability arising from my participation in this trip. I agree that this release will be legally binding upon myself, my heirs, successors, assigns and legal representatives; it being my intention to fully assume all risk of travel and to release Marazul Charters, Inc from any and all liabilities to the maximum permitted by law.

Signature			
Name	Dates of travel		
Address (Street)	City	State	Zip



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## CREDIT CARD AUTHORIZATION

Dear Client,

In order to authorize Marazul Charters, Inc. to charge your credit card for the services indicated, please fill out and return this form to our office at the address listed above or via fax with a copy of both sides of your credit card.

Charges can only be made to the actual traveler's credit card – except for spouses and children. In this case, we also require a copy of the credit card holder's driver's license or photo i.d.

We reserve the right to refuse to accept charges to any credit card not issued to the traveler.

FIRST NAME \_\_\_\_\_ M.I. \_\_\_\_\_ LAST NAME \_\_\_\_\_  
 (credit card holder – as it appears on your credit card)

BILLING ADDRESS \_\_\_\_\_  
 \_\_\_\_\_

TEL (Days) \_\_\_\_\_ (Evenings) \_\_\_\_\_

FAX \_\_\_\_\_ EMAIL \_\_\_\_\_

TYPE OF CREDIT CARD – Choose one (no other cards accepted): VISA \_\_\_\_\_ MASTER CARD \_\_\_\_\_  
 AMERICAN EXPRESS \_\_\_\_\_

ACCOUNT NUMBER \_\_\_\_\_ EXP. DATE \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Credit Card Security Code\* \_\_\_\_\_

\* The last 3 digits found on the signature strip on the reverse side of your VISA or MASTERCARD  
 Or the 4 digits found on the front side of your AMERICAN EXPRESS CARD

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_  
 (authorized signature)

► AMOUNT AUTHORIZED: \$ \_\_\_\_\_ DATES OF TRAVEL \_\_\_\_\_

### CANCELLATION AND REFUND POLICY:

Requests for INDIVIDUAL arrangements to Cuba require \$150 deposit. Balance is due upon receipt of your invoice.

Individual arrangements to Cuba are subject to the following cancellation charges if you cancel for any reason:

If your notice is received:	You will receive:
8 or more days before departure.....	Refund less \$50 reservation fee, \$50 visa fee, and airfare if issued on a non-refundable basis.
7 to 4 days before departure.....	Refund less airfare, visa fee, reservation charge and airfare in Cuba.
3 days or less before departure.....	No refund.

Trip cancellation and baggage insurance is available from Marazul Charters, Inc..

Above charges do not include cancellation charges imposed by the airlines for any connecting flights to/from your point of departure to Cuba. Nor do they include air tickets from Mexican, Canadian or other cities to Havana bought on a non-refundable basis. Marazul Charters, Inc. accepts no responsibility for the issuance or denial of licenses by the Office of Foreign Assets Control nor for the issuance or denial of visas by Cuba.



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**TRAVEL AFFIDAVIT (Please check ONE Category only)**

I understand that, under current United States travel restrictions with respect to Cuba, travel-related transactions are prohibited except for the following categories and that by signing my name at the bottom of this Affidavit, I am declaring that I fall under the category I have checked below.

**General Licenses**

1. I am a U.S. or foreign government official or a representative of an international organization of which the United States is a member, and I am traveling on official business.
2. I am regularly employed as a journalist by a news reporting organization, or I am regularly employed as supporting broadcast or as a technical person, and I am traveling to Cuba to engage in journalistic activities.
3. I am a full-time professional whose travel transactions are directly related to non-commercial, academic research in my full-time professional area, and my research will comprise a full work schedule in Cuba and have a substantial likelihood of public dissemination.
4. I am a full-time professional whose travel transactions are directly related to attending a professional meeting or conference in Cuba, which is organized by an international professional organization not headquartered in the United States that regularly sponsors meetings or conferences in other countries. The purpose of the meeting or conference is not to promote tourism or other commercial activity involving Cuba or the production of biotechnological products.
- 5 (a). I am traveling to visit a close relative in Cuba, who is (i) a Cuban national, (ii) related to me by blood, marriage, or adoption and (iii) is no more than three generations from me or from a common ancestor, or
- 5 (b). I share a common dwelling as a family with a generally-licensed family traveler in 5(a) above, and I am accompanying the licensed traveler on a family visit.
6. (a) I am visiting a close relative, who is a U.S. Government employee assigned to the U.S. Interests Section in Havana, or
- 6 (b). I share a common dwelling as a family with a generally-licensed family traveler in 6(a) above, and I am accompanying the licensed traveler on a family visit.
- 7 (a). I am regularly employed or duly appointed by a producer or distributor of agricultural commodities, and my travel is incident to commercial marketing, sales negotiation, accompanied delivery, or servicing in Cuba of agricultural commodities that appear consistent with export or reexport licensing policy of the U.S. Department of Commerce (“DOC”).
- 7 (b). I am regularly employed or duly appointed by a producer or distributor of medicine or medical devices, and my travel is incident to commercial marketing, sales negotiation, accompanied delivery, or servicing in Cuba of medicine or medical devices that appear consistent with export or reexport licensing policy of DOC.
8. I am regularly employed or duly appointed by a telecommunications service provider, and my travel is for the commercial marketing, sales negotiation, accompanied delivery, or servicing in Cuba of telecommunications-related items that have been authorized for commercial export or reexport to Cuba by DOC.
9. I am regularly employed or duly appointed by a telecommunications service provider, and my travel is for participation in professional meetings for the commercial marketing, sales negotiation, or performance under contracts for the provision of telecommunications services, or the establishment of facilities to provide telecommunications services.
10. I am a faculty member, staff person, or student of an accredited U.S. graduate and undergraduate degree-granting academic institution (the “University”), and my travel is for (a) participation in a structured educational program in Cuba as part of a course offered for credit by the University, (b) non-commercial academic research in Cuba specifically related to Cuba and for the purpose of obtaining a graduate degree, (c) participation in a formal course of study at a Cuban academic institution, which will be accepted for credit toward a graduate or undergraduate degree, (d) teaching at a Cuban academic institution by a person, who is regularly employed in a teaching capacity at the University, when such teaching in Cuba will be no shorter than 10 weeks, or (e) organization of, and preparation for, educational activities authorized in the Regulations.
11. I am a member or staff of a U.S. religious organization and my travel is for participation in a full-time program of religious activities in Cuba.
12. I have a specific license from OFAC, which was issued prior to my trip. My OFAC license # is \_\_\_\_\_

Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Address: \_\_\_\_\_

I certify that the above information is true and correct. \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

**Witnessed by OFAC authorized Travel Service Provider (TSP)**

**Marazul Charters Inc.**  
 8324 S.W. 40<sup>th</sup> Street, Miami, Florida 33155

Name (print)  
 \_\_\_\_\_

Signature  
 \_\_\_\_\_



## TOURIST CARD APPLICATION FORM

I, \_\_\_\_\_, a licensed traveler to Cuba, understand that Marazul has provided me with application # \_\_\_\_\_ for a VISA to enter the Country of Cuba.

This document represents an application only. It is entirely within the authority of the Government of Cuba to review and process the information contained in the application and to approve or deny the VISA. Marazul is not responsible or liable to the licensed traveler, if the Government of Cuba decides to deny the application and/or entry into Cuba.

Signature \_\_\_\_\_

Passport # \_\_\_\_\_

Expiration Date \_\_\_\_\_

Country of Issue \_\_\_\_\_

Rev. Mar2011



# RESERVATION FORM

Please use one copy per passenger

Departure Flight #	Departure Date:	Ticket #	Destination:	Category: R/T    O/W    R    R/E
Arrival Flight #	Return Date:	Agency #-	Agency's Name:	
Last Name:		First Name:		Date of Birth:
Nationality			Mother's Maiden Name:	
Passport #			Country of Passport:	
APIS: Doc. Type:	Doc. No.:	Doc. Nationality:	Gender:	
OFAC: <input type="checkbox"/> A1: Diplomats <input type="checkbox"/> A3- Specific License		<input type="checkbox"/> A5: Intl Organization		<input type="checkbox"/> A7: Amateur Athlete
<input type="checkbox"/> A2: Journalists <input type="checkbox"/> A4: Close Relative		<input type="checkbox"/> A6: Professional Researchers		<input type="checkbox"/> B1: Cuban Nationals
Address		City:	State:	Zip Code:

### OPERATOR - PARTICIPANT CONTRACT

THIS AGREEMENT SETS FORTH THE TERMS AND CONDITIONS UNDER WHICH WE MARAZUL CHARTERS, INC. 815 N. W 57<sup>th</sup> Ave , Suite 201, Miami, Florida 33126, in return for payment of the amount indicated as the total charter price, agree to provide you this charter flight.

**RESPONSIBILITY.** We, as the principal, are responsible to you for arranging the charter flight provided however, that in the absence of negligence on our part, we are not responsible for personal injury or property damage caused by the air carrier or other suppliers of any of the services offered in connection with the charter.

**RESERVATIONS AND PAYMENT:** Attached to this Agreement is your Reservation Form. We will confirm the reservation within 7 days after receiving the Reservation Form. If the charter flight is fully booked, we will advise you of alternate travel dates. The ticket will be issued only after the reservation is confirmed, and you must pay the full charter price when the ticket is issued. All checks, money order, and credit card drafts must be made payable to your travel agent, who in turn must remit payment to **MARAZUL CHARTERS, INC.**

**CHARTER PRICE:** The charter price of \$ \_\_\_\_\_ represents your cost for a charter flight that departs from \_\_\_\_\_ to \_\_\_\_\_, Cuba on \_\_\_\_\_ and returns from \_\_\_\_\_, Cuba to \_\_\_\_\_ on \_\_\_\_\_ **Airport Taxes and Excess baggage charges are NOT included in the charter price and will be collected separately.**

**AIRCRAFT:** This flight will be performed by \_\_\_\_\_, operating a \_\_\_\_\_ aircraft with \_\_\_\_\_ passenger seats. This air carrier reserves the right to substitute equivalent aircraft, if necessary.

**INSURANCE:** Health insurance is available. If you are interested in receiving more information about this coverage, please advise your travel agent.

**BAGGAGE:** The air carrier allows each passenger to bring on the flight \_\_\_\_\_ pounds of baggage. For INTERNATIONAL flights, the air carrier's liability for lost or damaged bags is limited to the actual value of the baggage, but not more than approximately \_\_\_\_\_ per pound in the case of checked baggage and \_\_\_\_\_ per passenger for unchecked baggage. If, however, you declare a higher value for your baggage and pay an additional charge therefor in advance, the air carrier's liability will be higher. You must submit your claim to the air carrier or to us within 3 days of the charter flight. Your claim must include a copy of the Baggage Check. Unless the Baggage Check specifies the actual weight, we will presume that each checked bag weighs \_\_\_\_\_ pounds. In this case, liability is limited to \_\_\_\_\_ per checked bag.

**SECURITY AGREEMENT:** Your payment is protected by a security agreement that we have obtained from Acstar Insurance (the "Securer"), 233 Main St., New Britain, CT 06050. Unless you file a claim with us, or, if we are not available, with the Securer within 60 days after the completion of the charter, the Securer will be released from all liability to you under this security agreement.

**CANCELLATION & REFUND:** If you cancel your reservation or if you fail to travel on the charter flight, your right to receive a refund is limited, as set forth below:

<b>If your notice is received:</b> 7 to 3 days before departure	Within 3 days before departure	At any time, if we are able to resell your seat
<b>You will receive:</b> \$50%	\$ No Refund	Full refund less a \$25 administrative fee

All requests for refunds must be sent to us in writing or by facsimile. Refunds will be made within 14 days of receipt of your notice of cancellation.

We have no right to cancel the charter less than 10 days before departure except in circumstances that make it physically impossible to perform the charter trip. If this occurs, we will notify you as soon as possible but no later than the scheduled departure date. If the charter is cancelled, a full refund will be made to you within 14 days after cancellation.

The rights and remedies made available under this contract are in addition to any other rights or remedies available under applicable law. However, we offer refunds under this contract with express understanding that the receipt of the refund by you waives any additional remedies.

**INTERNATIONAL FLIGHTS:** The operation of the charter flight is subject to the Cuban government granting landing rights. If the air carrier cannot obtain landing rights, the flight will be cancelled, and a full refund will be made to you automatically.

I have read and agree to the terms and conditions of the Operator-Participant Contract. I have signed up for the flight specified above and on the Reservation Form.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_ Tel#: \_\_\_\_\_