



CODE OF CONDUCT AGREEMENT

All passengers must agree to abide by the following Code of Conduct and confirm all elements have been reviewed by all parties and parents of minors, prior to departure.

1. All passengers are expected to be under adult supervision at all times. Minors will agree to respect and obey those leading the trip, taking any direction required.
2. All passengers must be of sound mind and be able to make decisions independently to protect themselves from harm. Passengers need to be able to carry themselves without 24/7 supervision.
3. All passengers shall be respectful to hotel and destination staff and other guests utilizing the facilities. No foul language, physical demonstrations nor poor attitudes shall be tolerated at any time.
4. Tampering with a fire extinguisher or alarm system is a crime in most countries. Calling emergency services when not required, whether intentional or not, is also not tolerated. Hotels and communities reserve the right to impose sizeable penalties for tampering incidents and/or unnecessary contact of emergency services. Any costs incurred from this behavior will be the direct responsibility of the passenger and their family.
5. At lodging facilities, occupants of each room will be independently responsible for all incidental bills inclusive of telephone calls, movies, mini-bar, room service and convenience items. Please expect to leave a credit card as a room deposit for incidentals/damages and provide full payment of any fees prior to departure.
6. Please note that in most hotels, lifeguards are not on duty. If swimming, all passengers should be knowledgeable about water safety and strong swimmers.
7. General curfew is 10:00 PM unless you are returning from an off-property event. A general 'no noise' curfew in rooms starts at 10:30 PM. This helps protect all interests of parties using hotels.
8. Alcohol Use: At no time should anyone under the age of 21 consume or have alcohol in their possession. All passengers agree to follow the trip rules as set forth by their Adult Chaperone Team. Although drinking may be permitted by law in some countries, no drinking will be allowed for any passenger under the age of 21. Please be aware that many countries do not impose significant repercussions for underage drinking and waitstaff and/or convenience shops may indeed sell liquor to students if requested. In all cases, it will be the responsibility of the passenger to elect not to consume or have alcohol in their possession at any time.
9. No weapons of any kind will be tolerated at any time. Any passenger caught with any weapon-type device will immediately be sent home at parent's expense. This includes all weapon types from pocket knives to throwing stars, none are allowed.
10. No drugs other than medicines prescribed by a physician, specifically to the passenger-patient, and in its original dispensed container will be allowed. Containers should be direct from pharmacies and include the dates, dosage, physician and contact information.



Hammock Expeditions, LLC
51 Hillcrest Way
Bluffton, SC 29909 USA
P: 984.223.9866
www.HammockExpeditions.com
www.STEMStudyTours.com



11. No smoking will be tolerated. Any observed smoking paraphernalia will be immediately confiscated.
12. There will be no rough housing, baseball, football or other games inside hotel properties.
13. Passengers should refrain from exploring areas of hotels not intended for guest use including back-of-house areas, roofs, etc. Passengers should not be found in areas which are not defined as public areas or hallways and corridors where they do not have registered rooms.
14. At no time will excessively loud CDs, tapes, radios, musical instruments, singing or outdoor activities be permitted on the hotel premises.
15. All passengers should dress moderately and respectfully based upon the customs of the country they are visiting. At no time should pajamas be worn in public as clothing, and at no time should thong or butterfly-back bathing suites be worn. We strongly encourage conservative dress among all participants and will ask anyone who does not meet these standards to change their attire before continuing their travel experience.
16. There will be no gum chewing on any motorcoach (transfer, long-haul or destination buses). All guests should pick-up after themselves and clear all trash from the vehicle after every use.
17. All passengers are responsible for picking up their litter and placing it in approved receptacles. At no time should guests leave their trash for others to clean up after them. This includes hotels, program venues, restaurant and entertainment facilities and other locations which the group utilizes. A litter patrol will be formed by the group to make certain that litter is picked up upon completion of an event/day and placed in appropriate receptacles. Upon departure, should there be any excess debris in guestrooms, an additional cleaning fee may apply which must be paid prior to group departure.
18. Passengers will keep guestrooms in an appropriate standard so housekeeping personnel may enter and facilitate daily cleaning. Adult chaperones will check group rooms used by minors on a daily basis to ensure standards are achieved.
19. Prior to departure from your hotel, all rooms occupied will be inspected by your adult chaperones to assess any damages or excess cleaning fees. If charges are deemed appropriate, full restitution will be made by the passenger prior to departure. Properties may include payments constituting cost of materials as well as labor expenses.
20. All passengers will ensure that seat / lap belts, where fitted, are used at all times unless advised it is safe not by a member of the flight crew or a coach driver.
21. All tours will follow an identified 3-step process for serious behavioral issues:
 - a. Step 1: Direct notification of Parents/Legal Guardians. At this time, the Summer Break Team will complete an incident report and issue copies to the hotel/supplier, parents / legal guardians and our Head Office.
 - b. Step 2: Notification to Parents / Legal Guardians of Intent to Evict. At this time, the hotel management will place a telephone call to our Head Office to notify of potential eviction if the behavior issue is not rectified. Head Office will in turn notify the parents of the circumstances.
 - c. Step 3: Notification of Parents / Legal Guardians of eviction from property. At this time, some or all party members may be asked to leave the property. If this should occur, the passengers will assume all financial obligations for said eviction inclusive of additional accommodation payments, forfeiture of booked accommodation payments, air flights, programming costs, transportation and other elements. If severe and it is deemed that a student is not capable of traveling on a return flight independently, a parent will be required to fly to the destination and personally pick up their student, taking responsibility for their forward accommodations and journey home. At that time, the passenger will be expelled from the trip and not have access to any activities, meals, transportation, lodging or other trip elements. Parents / Legal Guardians will assume full financial responsibility for any accrued costs.



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