

<b>PCM Name:</b>	BOGOTA-CARTAGENA 5Days	<b>Consultant:</b>	
<b>Travel Date:</b>		<b>Date:</b>	

**Please Inform Passengers:**

Tax exemption in hotels will only apply to foreigners who enter the country for tourism and leisure purposes; this means that all passports must be marked with the tourism stamp (different from business stamp) when passing through immigration. Metropolitan Touring Colombia won't be responsible for the lodging taxes if and when passengers enter the country with a different stamp.

DATE	SERVICE
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**Day 1-Private transfer international airport to hotel + guide (-/-/)**

Private transportation with Spanish-speaking driver and English/Spanish-speaking guide.

Upon arrival at the International Airport El Dorado, you will be met by our representative and will be taken to your hotel. Our guide will assist you at the hotel with the registration procedures (check-in) and give you a detailed itinerary of all the services included in your trip. You will also receive information about our office contact details including our 24-hour emergency phone number.

Bogotá is Colombia's capital city with approximately 8 million people; it is a cosmopolitan center of sophistication and has become an epicenter of business, politics and entertainment. The city has been transforming itself into a surprising tourist destination and welcoming city. Bogotá has a thriving nightlife, superb al fresco dining and bar culture as well as international shopping. Its privileged location and international airport make it highly accessible and functional as a main gateway to destinations throughout the country.

**NOTE:** Our transfer fee includes transportation of one bag per person of up to 23kg (50 lbs) plus one carry on. If you plan to travel with additional luggage please let us know in advance in order to assign a different vehicle capacity for the transfer. Please keep in mind that additional costs may be charged.

Lodging at selected hotel.

### **Hotel options in Bogotá**

- **Option 1**

#### **Hotel Sofitel Bogotá Victoria Regia - Superior Room**

**Meals: Buffet breakfast included**

2 nights

This luxurious Bogota hotel perfectly combines the purest French elegance and modernity with the local culture. Sofitel Bogotá Victoria Regia is the perfect starting point to discover the many historical monuments of Bogota. Sofitel Bogotá Victoria Regia is located in La Cabrera in one of the most prestigious neighborhoods of Bogotá, just minutes from the T area. A privileged place for executive travelers, being close to the most important financial areas of the city. For tourists, it is ideal because of its proximity to monuments, museums, restaurants, concert halls, boutiques and hundreds of attractions of the city. With 102 rooms, including five exclusive suites, designed by the prestigious architect Miguel Soto.



- **Option 2:**

#### **EK Hotel - Superior Room**

**Meals: American Breakfast Included**

2 nights

Designed for executive travelers who demand to be in the center of it all, EK Hotel redefines notions of what a business hotel can be. With its sleek architecture and décor, every facet of this boutique gem is sure to delight and inspire. At your service is an attentive and personable staff skilled in the art of satisfying your every request to create a memorable experience during your stay. Allow us to arrange a multitude of services, such as airport transfers, restaurant bookings as well as tours in and around Bogotá that include trekking and high-end shopping. From a car hire to luxury limousines, recreational excursions, massages, manicures and more, all you need to do is ask and we will try our best to make sure that your stay with us is as memorable as possible. Whatever you require to make your visit a productive and relaxing one, we do our very best to provide it.



- **Option 3**

**Hotel B3 Virrey - Junior Room**

**Meals: Buffet breakfast included**

2 nights

A boutique hotel with unmistakable modern style. Travelers from all over the world who prefer an authentic experience to the pretensions of luxury appreciate the B3 Hotel in Bogota. Our informal and eye-catching hotel, located in the desirable Barrio El Virrey, is a small jewel hidden behind eight floors of leafy plants, flowers and vines. A façade in tune with our aim of promoting a culture and a community oriented towards the preservation of the environment and at the same time welcome travelers who appreciate our affordable and casual style. Elegant and contemporary, the 128 rooms of the B3 decorated in a modern style, using neutral colors with touches of red. The Hotel B3 brings together all the services and amenities desired by today's travelers, including free WiFi, gym, all with the vibrant Latin American warmth.



**Day 2-City Tour + Zipaquira's Underground Salt Cathedral + Lunch (B/L/-)**



Private service with Spanish-speaking driver and English/Spanish-speaking guide, 8-hour duration, all entrance fees are included.

This visit begins with a panoramic view of the city and the vast plateau of the northern area of Bogotá. You will arrive to the small town of Zipaquirá where you will take an underground tour to discover the famous Salt Cathedral. There you will have the opportunity to experience the extraordinary architecture and engineer of this remarkable underground mine. This cathedral was carved inside an active salt mine formed 250 million years ago, under the Halite Mountains. Here you will find 14 small chapels that represent the Stations of the Cross and Jesus Christ's crucifixion, a sanctuary and a main cathedral. Although this is a popular tourist destination to be visited, this is also a place of pilgrimage for the local community.

Afterwards continue to visit the town of Zipaquirá which was founded on 1600 and still conserves its colonial heritage. Stop at the main square, where you will find whitewashed houses decorated with olive-green trim and base as well as the most important municipal buildings.

Later visit the famous and well preserved historical colonial quarter of La Candelaria. Steeped in history, this area is a must for photographers with its splendid colonial architecture; you will want to take the opportunity to capture the sights and sounds of this fascinating part of Bogotá. Walk through the streets permeating with the heady atmosphere of the past, as revealed by the library of Luis Angel Arango and down to the prominent Plaza de Bolivar, the heart of Bogotá, where locals and visitors mingle amongst the magnificent and foreboding structures. You will want to discover the history of this old part of the city by visiting the Cathedral, the Congress Palace, the Cardinal's Palace, the colonial churches of El Sagrario and San Agustin, the Independence House, the Palace of Justice and the City Hall which are all located in this impressive square.

The tour then continues with a visit to the "Museo del Oro", the most important gold museum in the world and a 'must see' when traveling to Bogotá. This museum displays one of the largest collections of pre-Columbian gold. Galleries on three levels display exquisitely crafted pieces dating back nearly 2.500 years. Visit the vault-like room on the top floor where the most treasured pieces are displayed, as well as the Offering Room, where passengers enter a black circular area that is gradually illuminated with indigenous music playing in the background; the light begins to dawn, and finally a remarkable display of gold offering collection is discovered.

The tour ends with a visit to the "Museo de Botero", housed in a renovated colonial mansion. The works on display are all donated by Fernando Botero, Colombia's most famous contemporary artist. Around 120 pieces of his own work are displayed at the museum including his famous sculptures, paintings and drawings. His work is well-known for the 'proportionally exaggerated' fat figures. In addition to his work, his personal collection by Picasso, Renoir, Dalí, Degas, Chagall, Matisse, Monet and Giacometti are also exhibited.

Lunch is included during the tour at a local restaurant with a set menu.

**NOTES:** The Gold Museum is closed on Mondays and Botero Museum is closed on Tuesdays. It is important to remember, when visiting churches, monasteries, and shrines, women should not wear shorts or miniskirts and men should not wear shorts.

### **Day 3 -Private transfer hotel to international airport + guide (B/-/-)**

Private transportation with Spanish-speaking driver and English/Spanish-speaking guide.

Our guide will meet you at the lobby of the hotel and will take you to the International Airport El Dorado or Puente Aéreo (depending on your flight). We will assist you at the airport during the check-in at the airline counter to help you connect to your next destination.

**NOTE:** Our transfer fee includes transportation of one bag per person of up to 23kg (50 lbs) plus one carry on. If you plan to travel with additional luggage please let us know in advance in order to assign a different vehicle capacity for the transfer. Please keep in mind that additional costs may be charged.

### **FLIGHT TO CARTAGENA (NOT INCLUDED)**

#### **Private transfer airport to hotel + guide**

Private transportation with Spanish-speaking driver and English/Spanish-speaking guide.

Upon arrival at the Rafael Núñez Airport, you will be met by our representative and will be taken to your hotel. Our guide will assist you at the hotel with the registration procedures (check-in).

With its breathtaking colonial architecture, horse-drawn carriages and narrow cobbled streets, the city of Cartagena de Indias is one of the most exciting destinations in Colombia. This Caribbean colonial jewel was the first Spanish colony on the South American mainland and one of the main ports for the Spanish fleet which turned the city into an important center of trade in the 16th century. It is a city full of history which has been an inspiration for artists, writers, historians and musicians. This vibrant and colorful city throughout the years has enchanted tourists with its fairy-tale charms that invite people to linger and explore the city for days.

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#### **Real Food, Real Places & Real People**



Private service with English/Spanish-speaking guide, 2-hour duration, includes typical snack tasting.

We invite you to enjoy this delicious and colorful experience where you will be able to taste some of the local flavors of the city and learn about its culture. This walking tour through the inner walled section of the colonial city will let you experience Cartagena like a local resident in a neighborhood where people live, eat and shop.

This experience takes you to discover different sites and people from the colonial city, with whom the local residents relate on a daily basis as they pass by and stop for breakfast, lunch, dinner or typical snacks.

Featuring seven authentic food stops with different delicious tastings, you get to escape the crowds and taste the best of what the city has to offer.

Along the way, your guide will entertain and tell you stories and insights into Cartagena's culture and history. Take a break from being a tourist and discover the real Cartagena with us!

**NOTES:** This tour includes small tastings at different points of the colonial city and one bottle of water per person. Transportation is not necessary for passengers staying inside the colonial neighborhood. Passengers staying outside the colonial city will have two transfers included in the tour.

### **Hotel options in Cartagena**

- **Option 1**

**Hotel Charleston Santa Teresa – Superior**

**Meals: Buffet breakfast included**

2 Nights

Welcome to the Hotel Charleston Santa Teresa where a regal mix of historical grace and contemporary cool, meets the warmth of Colombian hospitality. Nestled in the heart of a UNESCO World Heritage site, this luxury 5-star hotel in Colombia's Caribbean coast is

renowned as Cartagena's best boutique hotel and one of the top 5-star luxury hotels in Colombia. Lovingly restored by expert craftsmen, the reverence of this former cloister demands an insistence on quality and attention to every tiny detail. The proud Colombian heritage is immediately evident from the stately splendor of the facade to the warm personal welcome of the staff. Whether you are looking for a unique corporate event venue in Cartagena, a premier corporate hotel in Colombia, the perfect dream Cartagena wedding or you simply want to revive your body and soul in a hotel spa, at one of the top Caribbean resorts; the Hotel Charleston Santa Teresa will refresh, restore and inspire you.



- **Option 2**  
**Tcherassi Hotel - Superior Twin Room**  
**Meals: Buffet breakfast included**  
2 nights

TCHERASSI HOTEL+ SPA was conceived by experienced architects Álvaro Barrera and Richard Mishaan, reviewed on Architectural Digest, as one of the top 100 world designers. With its essence, TCHERASSI HOTEL+ SPA, offers a relaxing and elegant experience, which results from a majestic combination of fashion expressions, architecture, and nature features in Silvia Tcherassi's creations. Guests experience begins in the beautiful restored colonial building that houses a captivating lobby, 42 rooms, 2 restaurants, a bar and lounge, a café, a Tcherassi Boutique, and unique venues for special, social and business event.



- **Option 3**  
**Hotel Don Pedro de Heredia - Standard Room**  
**Meals: American breakfast included**  
2 Nights

An old five-story, fully restored colonial House located in the heart of the walled Center of the beautiful city of Cartagena de Indias. It enjoys an excellent location; it is within walking distance of all tourist sites of interest. Historical and city business. It is equipped with areas for recreation and commonly used as solarium with 360-degree view of the



historic part of the city, guest rooms all with air conditioner, Cable TV, shower with hot water and pool that adorn the first floor of the hotel.



#### **Day 4 -City tour + Monuments of Cartagena (B/-/-)**

Private service with Spanish-speaking driver and English/Spanish-speaking guide, 4-hour duration, all entrance fees are included.

The tour begins with a visit to the "Convento de la Popa", where the city's highest point is located and you can enjoy the best view of the beautiful city of Cartagena. This convent was built in the 17th century by the Augustinian Monks. Initially it was just a small wooden chapel, but later it was replaced by a strong construction which still remains.

Continue with a visit to the "Castillo de San Felipe". This castle was built by the Spaniards in the 1600s and it is the greatest and strongest fortress ever built in a Spanish colony. Located at the top of San Lázaro hill, its purpose was to protect and guard the city's landward side from any attack or invasion. This fortress provides a complex system of tunnels connected with strategic points to distribute provisions and facilitate a possible evacuation. Additionally, the tunnel's architecture was built so that any noise would echo along them, in order to make internal communications easier and hear even the slightest sound of the enemies approaching.

Afterwards, a walk through "Las Bóvedas" is included. These 23 vaults were built in the 18th century and they are considered the last major colonial construction made within the city walls for military purposes. The vaults were used as storerooms for munitions and provisions by the Spaniards, and later on, they became jail cells. Nowadays, they are used as crafts markets where you can find handicrafts, antiques, galleries, jewelry, clothing and souvenirs, among other things.

At the end of the tour you will visit the "Iglesia y Convento San Pedro de Claver"; this convent was founded in the early 17th century by San Ignacio de Loyola. The name of the church was given in honor to San Pedro Claver, a Jesuit priest who spent his life ministering to the enslaved people brought from Africa. This baroque church has an imposing stone facade and inside there are fine stained-glass windows and a high altar made of Italian marble. You will also find a beautiful cloister surrounded with trees, a museum and the place where San Pedro Claver lived and died.

**NOTES:** It is important to remember, when visiting churches, monasteries, and shrines, women should not wear shorts or miniskirts and men should not wear shorts.

#### **Day 5 -Private transfer hotel to airport + guide (B/-/-)**

Private transportation with Spanish-speaking driver and English/Spanish-speaking guide.



Our guide will meet you at the lobby of the hotel and will take you to the Rafael Núñez Airport. We will assist you at the airport during the check-in at the airline counter to help you connect to your next destination.

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## NOTES

- No reservations have been placed.
- This is a preliminary costing; hotels may vary according to availability.
- All entrance fees are subject to change without previous notice.
- Rates are quoted in single & double rooms, for other accommodations such as triple please re-quote.
- Net estimated prices for 2020, except on Easter (April 4<sup>th</sup>- 13<sup>th</sup>), Christmas & New Year (December 15<sup>th</sup> to January 30<sup>th</sup> 2021) March 11<sup>th</sup>-16<sup>th</sup> in Cartagena (FICCI festival), July 27<sup>th</sup>- 31<sup>st</sup> in Medellín (Colombiamoda), July 31<sup>st</sup>- August 9<sup>th</sup> in Medellín (Fera de las flores); and other national or religious holidays, which may have special rates; please verify.

## INCLUSIONS

- Transportation airport / hotel / airport.
- Nights of accommodation in single / double rooms.
- Entrance fees and activities as described in the program.
- Meals as described in the program.
- Hotel taxes.
- Private services with local English-speaking guides.  
\*For other languages, please consult us availability. Supplements may apply.
- Permanent assistance by our offices in each city.

## EXCLUSIONS

- International air fares or domestic air fares.
- Meals or any other item not described in the itinerary.
- Early check-in, late check-out, services and non-mentioned meals in the itinerary.
- Personal expenses.
- Drinks during meals, hotel extras and personal spending.
- Tips for guides and hotel staff.

- Activities not described in the program.
- Meals not described in the program.
- Airport taxes.
- Tips or personal expenses.

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## **METROPOLITAN TOURING COLOMBIA**

### **TERMS AND CONDITIONS 2020-2021**

**PRICES** All prices are in US Dollars and are subject to change without previous notice. Prices are per person based on two persons, in double occupancy room, unless otherwise specified.

**ITINERARY** The itineraries are planned with great care, although, for operational reasons, it may be necessary to change the sequence of activities in the itinerary or the specified route, and though such cases are exceptional, in general the itinerary should be treated only as a basic guideline.

### **SERVICES NOT INCLUDED**

The passenger is responsible for obtaining passports, visas, travel insurance, payment of excess baggage, personal requests such as extra drinks, laundry service, communication (calls, faxes, emails, etc.), national and international airport departure taxes, gratuities, or other services and fees not specified in the itinerary.

### **UNUSED SERVICES**

Some services may be interrupted or cancelled due to climate conditions, force majeure reasons, acts of nature, strikes, etc., or others beyond the control of the hotels, airlines, other suppliers or Metropolitan Touring Peru or its associates. No reimbursements will be made as a result of such interruptions or cancellations that escape our control.

### **INSURANCE**

We highly recommend passengers to get trip cancellation, travel repatriation and international medical insurances to cover any inconveniences that may arise during the trip. We also urge them to check with their doctor to update vaccines and review medical concerns regarding international travel.

### **AIR TICKETS**

Prices of air tickets are subject to change without previous notice until their final issuance. Flight schedules are subject to change by the airline companies up until the day of the flight. Additional restrictions, limitations, penalties and/or specific conditions may be placed by the airlines.

## **BOOKING CONDITIONS**

Any reservation must include at least the following information about the passenger(s) or group:

- a. Complete names and surnames
- b. Nationalities
- c. Passport numbers
- d. Dates of Birth
- e. Gender
- f. Dietary restrictions, if any

## **FIT/GROUP SIZE DEFINITION**

FIT's conditions apply to a set of nine or less travelers.

GROUP conditions apply to a set of ten or more travelers.

## **PAYMENT CONDITIONS**

Full payment is required on behalf of Metropolitan Touring Colombia:

- 45 days prior to the date of arrival for FITs.
- 60 days prior to date of arrival for Groups.

Payment constitutes the acceptance of the terms and conditions set out herein.

## **FORMS OF PAYMENT (for Groups and FIT's)**

### **A. Wire transfers:**

Attach document with instructions.

### **B. Credit cards:**

Credit card payment is available; however, a "Signature on File" form must be filled in and sent to us in advance. This form authorizes Metropolitan Touring Colombia to charge our services to your corporate Visa, Master Card or American Express. You also have to attach a copy of the passport of the credit card holder and a copy for both sides of the credit card. Payments should be made to the order of:

METROPOLITAN TOURING COLOMBIA S.A.S

You may request this form from your Senior Travel Consultant.

## **CANCELLATIONS AND REIMBURSEMENTS**

Notifications of cancellations and requests for reimbursements should be made in writing including all related information, and will receive immediate attention from us.

## **CANCELLATION CHARGES**

Different cancellation charges apply to the different hotels and service providers. Cancellation charges tend to rise as the date of arrival approaches.

Metropolitan Touring Colombia will do its best effort to keep these charges as low as possible, however, in general terms, these will amount to:

### For FITS:

- 60% if cancellation takes place between 45 and 31 days before the date of arrival.
- 80% if cancellation takes place between 30 and 15 days before the date of arrival.
- 100% if cancellation takes place between 14 and 0 days before the date of arrival.
- Airfares requires Payment in Advance

### For GROUPS:

- 40% if cancellation takes place between 60 and 46 days before the date of arrival.
- 60% if cancellation takes place between 45 and 31 days before the date of arrival.
- 80% if cancellation takes place between 30 and 15 days before the date of arrival.

- 100% if cancellation takes place between 14 and 0 days before the date of arrival.
- Airfares requires Payment in Advance

**Important note:** Tighter pre-payment conditions and cancellation charges may apply to some specific dates, hotels and service providers. These conditions will be specifically mentioned by our travel consultant at the moment of your request.

### **CANCELLATION FEE**

A US\$ 100.00 cancellation fee per file applies to bookings that are cancelled by the client. This fee does not apply to quotations; only to bookings.

**Note:** During high season, our company reserves the right to change our cancellation policies, if our suppliers apply tighter penalties on top of those stated above.

### **SPECIAL DATES**

Some services increase their rates during some holidays or special dates:

- Easter Week
- May 1st (Labor´s Day Celebration in Colombia)
- National Holidays
- Christmas Days (December 15<sup>th</sup> to 25<sup>th</sup>)
- New Year´s Eve (December 26 and January 10<sup>th</sup>)

### **LIABILITY CLAUSE:**

Metropolitan Touring shall not be held liable for any injury, death, loss, delay, inconvenience, damage to personal property in connection with the provision of any goods or services whether resulting from, but not limited to, acts of God or force majeure, illness, disease, government restrictions, acts of war, civil unrest, insurrection or revolt, animals, strikes or other labor activities, criminal or terrorist activities of any kind, overbooking or downgrading of services, food poisoning, mechanical or other failure of aircraft or other means of transportation or for failure of any transportation mechanism to arrive or depart on time. Metropolitan Touring is not responsible for error or omission of any suppliers (such as accommodations or Transportation Company). We shall not be held responsible for lack of availability in hotels, lodges, refuges, and/or camps requested by the client. In such cases we will try to place the client in alternative accommodation of the same level, without taking any responsibility for the client's lack of satisfaction with the alternative accommodations. Our programs do not include travel insurance.

We strongly recommend that you purchase a medical and travel insurance policy in your home country that covers any cost of cancellation before or during the trip, accidents, and loss of luggage. We insist on the fact that in case of accident, we bear no responsibility for medical expenses or expenses of any other kind. It is the responsibility of the participant to contract a medical and travel insurance before departure that covers all such eventualities. If the participant does not contract such insurance, we can, at clients' expenses, arrange medical treatment or emergency evacuation service if deemed essential for clients' safety. We are not responsible in case of loss or theft of luggage or personal belongings. Metropolitan Touring reserves the right to withdraw, alter or otherwise modify any trips, itineraries, specific programs or activities when it is deemed necessary or to your advantage. Metropolitan Touring reserves the right to modify booking procedures, terms and conditions and/or program prices at any time without notice.

Metropolitan Touring reserves the right to take photographic or film records of any of its trips, and to use such photographic or film records for promotional and/or commercial purposes.

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