[Travel Agency Name]

Traveler Information

Traveler name	
Date of birth	
Nationality	
Occupation	
Passport issuer	
Passport number	
Passport expiration	
Delivery address	
Billing address	
E-mail	
Phone	
Fax	
Credit card name	
Credit card number	
Credit card expiration date	
Emergency notification contact	
Emergency notification phone	

Tour Information

Tour company name	
Tour code	
Booking number	
Booking code	
Length of tour	
Destination	
Departure date and time	
Departure city	
Return date and time	
Insurance	