



RESERVATION POLICIES



The following policies are subject and subordinate to the On Location [Purchase Policy](#) and [Privacy Policies](#).

RESERVATION POLICY

EXPERIENCE PACKAGES: Rome package options are on a first come, first served basis. Lap children 3 and under do not require a package purchase but On Location must be notified in writing of their attendance. All items of a personal nature (room service, laundry, special food requests, etc.), and meals not specified on the tour itinerary are not included in your experience package and must be paid for separately.

PACKAGE PAYMENT POLICY: A non-refundable 50% per person is due at the time of booking. After the deposit payment is made, the reservation's remaining balance will be divided into equal monthly payments and automatically charged to the card on file **every 25th of the month**. Final payment will be charged on **August 25, 2026**. A declined card and/or missed payment will result in a recalculation of future payments. Should payments not be made in accordance with the dates presented above, On Location reserves the right to cancel the reservation and apply appropriate cancellation penalties per the cancellation policy. To change the method of payment, guests log into "My Account" or call On Location at **888-487-7739**.

PACKAGE CANCELLATION POLICY: The following cancellation schedule will apply to all experience package reservations:

- From the time of booking until August 24, 2026 –Cancellation fee of **50% of total reservation cost** will occur.
- August 25, 2026, and later – **All cancellations are non-refundable**.

All cancellations must be submitted in **writing** to On Location at collegiate@OnLocationexp.com. Package cancellation dates and fees apply to all applicable package upgrades and additional excursions.

Cancellation of packages must be submitted in **writing** to On Location at collegiate@OnLocationexp.com. The per person deposit amount will be forfeited upon cancellation.

GAME TICKETS: For a specific period, game tickets are only available by purchasing the official packages provided by On Location. Game tickets are tied to hotel levels. During the purchasing process, fans can choose their desired hotel & game ticket section based on availability. **Any person attending the game above the age of 3 must purchase a game ticket.**



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VISITS, ITINERARIES AND ENTERTAINMENT: On Location reserves the right to substitute visits, itineraries, and other entertainment when establishments are closed or cannot be visited for reasons beyond our control, or for the general convenience of the group. On Location also reserves the right to cancel or substitute visits or itineraries should required minimums not be met, or venue maximums be exceeded.

HOTEL ROOMS: All Premium Experience packages include Run of House room types (unless an upgrade was selected during the purchase process). Run of House rooms are assigned by the hotel at check-in based on availability and at the hotel's discretion. Specific room types are based upon availability and On Location reserves the right to change hotel assignments based on room type requests or for the general convenience of the group. Hotel amenities are subject to change without notice. Securing a specific room type requires advance request to confirm availability and may require an additional fee based on the hotel's discretion.

GROUP TRANSFERS: Transportation will be provided to and from the game and to and from the Exclusive Welcome Experience for **full Premium Experience package guests only**. Please note that experience packages do **NOT** include transfers to and from the airport. All Premium Experience Package guests are responsible for their own airport transportation, unless Group Airfare is purchased through On Location.

The Events Package and The Essentials Package do **NOT** include any transportation.

GROUP AIRFARE: On Location offers group airfare at an additional cost from select airports. Group air packages do not allow for seat selection or upgrades.



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UNUSED TOUR INCLUSIONS: On Location cannot make refunds or exchanges for unused accommodations, services or features of any tour. Unused portions of a package cannot be refunded. On Location recommends filing a claim with your travel insurance provider.

TRAVEL INSURANCE: On Location highly recommends travel insurance with **Allianz** for all travellers. Insurance is not included in the purchase of a experience package. If a situation arises that prohibits travel, travel insurance may offer protection that covers costs, ensures travel, and assists while you are abroad. While we recommend **Allianz**, there are many companies that offer travel insurance. Before purchasing a policy, be sure to review all policy exclusions to ensure that a specific policy is right for you and your trip. [Click Here](#) to purchase travel insurance from **Allianz** or call by phone at 866-456-3102.

On Location is not held responsible for any event that occurs which prohibits a guest from attending and using their travel arrangements and is not responsible for any disputes or issues concerning your purchase of travel insurance.

PASSPORTS, TRAVEL REQUIREMENTS: Every guest is responsible for obtaining all necessary travel documentation and must be in possession of the appropriate travel documentation prior to departure and any necessary documentation required by the country to which you are traveling. If a guest is unable to obtain a passport, applicable visa, or other required documentation (e.g., proof of vaccination) the appropriate package cancellation policy will apply. For more information regarding the passport application process, please visit the [Department of State Bureau of Consular Affairs](#).

PRE-DEPARTURE TRAVEL INFORMATION: Pre-departure packages will be shipped approximately 30-45 days prior to travel dates to the shipping address provided in the reservation. A tracking number and delivery status will be sent to the e-mail on file. Packages will require a direct signature upon delivery. If not present to receive the package upon delivery, guest is responsible for arranging delivery directly with the delivery company. All shipping addresses must be confirmed for travel packets by August 25, 2026. A detailed travel itinerary will be sent via e-mail prior to departure. The travel itinerary is subject to change without notice.



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TRAVELERS WITH SPECIAL ACCOMMODATIONS: Guests who require accommodations must advise On Location at time of booking. Reasonable accommodations will be fulfilled to the best of our ability. On Location cannot provide individualized assistance for walking, getting on/off motor coaches or other physical needs. Most motorcoaches are not equipped with wheelchair ramps and require guests to mount three or four steps to board a motorcoach. A guest who requires a wheelchair accessible motorcoach to accommodate wheelchairs, walkers, or other assistive devices must notify On Location in writing at the time their reservation is made. On Location is not responsible for denial of services by carriers, hotels, restaurants, or other independent suppliers, nor any additional expenses incurred.

CHANGE POLICY: Any modification to a reservation after July 25, 2026, is subject to a change fee. Airfare package changes will be subject to fees charged by the airline(s). All changes must be made in writing to collegiate@OnLocationexp.com. On Location cannot accept revisions after October 1, 2026 or once documents have been issued.

In relation to the Purchase of any packages for the Eternal City Tip-Off event, as a material condition of On Location's agreement with Purchaser, Purchaser acknowledges and accepts that:

- (I) the Papal Audience is subject to the Papal schedule;
- (II) the Papal Audience and Mass are not contractual rights for the Customer/Purchaser and are being provided on a complimentary basis and without charge to the Customer/Purchaser; and
- (III) there is no allocation of seating (or preferential seating) for the Papal Audience or Mass for the Purchaser or any of On Location's other customers/purchasers based on the type or category of Package that the Purchaser has acquired.