**PERSONAL DEVIATION WAIVER**

I understand that the United Nations is authorizing the lowest applicable airfare in connection with my upcoming official travel and the UN’s travel agency is contractually obligated to book the lowest priced applicable itinerary.

I am hereby requesting the travel agent to book a personal deviation, as indicated below, from my official itinerary. I agree and understand that all deviation-related transactions are between the travel agent and me, and I will be required to pay any difference in cost of travel between the official authorized itinerary and my personal deviation as well as any associated agent fees/ service charges directly to the travel agent. The Organization will **not** prepay any deviation charges and then seek reimbursement of same from me afterwards.

**Traveler’s Name:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**My Official Mission Itinerary:**

**(example: Vienna-New York-Vienna)**

From: Date\_\_\_\_\_\_\_\_\_\_ To: Date\_\_\_\_\_\_\_\_\_\_

From: Date\_\_\_\_\_\_\_\_\_\_ To: Date\_\_\_\_\_\_\_\_\_\_

**My Requested Deviation:**

**(example: Vienna-Madrid-New York-London-Vienna)**

From: Date \_\_\_\_\_\_\_\_\_\_ To: Date\_\_\_\_\_\_\_\_\_\_\_

From: Date\_\_\_\_\_\_\_\_\_\_ To: Date\_\_\_\_\_\_\_\_\_\_\_

I understand:

(i) that if, prior to my departure, I decide to revert to my official authorized itinerary, I will be responsible for any fare increase necessitated by this change back to the original authorized itinerary;

(ii) that in the event of my official business travel getting cancelled due to official reasons, the UN shall not be financially liable for any non-refund of personal deviation cost;

(iii) that the UN is not financially responsible for damages or additional costs incurred due to my deviation (including but not limited to cancellation or postponement of flights).

(iv) that coverage for loss of or damage to personal property attributable to the performance of official duties is not applicable when the loss or damage is attributable to any deviations from the authorized itinerary for personal convenience rather than the performance of official duties.

Consequently, I agree to reimburse the United Nations for all additional costs thus incurred because of my above deviation request and will not hold the United Nations responsible for other unpredictable expenses that may occur due to unforeseen circumstances during the course of the personal deviation travel.

Traveler’s Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_