

agreement



PROFESSIONAL FEES

Valid as of August 2023



WHY WORK WITH A PROFESSIONAL TRAVEL ADVISOR

A travel advisor will not only save you time, money and stress, but will be a great resource that provides valuable insights, hidden gems and ensures your hard-earned vacation is tailored exactly according to your wishes.

EXCLUSIVE DEALS

By investing in our supplier relationships, we've established long-term partnerships that offer numerous advantages and amenities we use to enhance your trip. While our prices may be higher than large online retailers, our professional fees allow us the additional time necessary to thoroughly research your request and leverage these valuable connections.

PLANNING EXPERTISE

With over 35 years at Elgin Mall, our team is exceptionally qualified to deliver a seamless and efficient travel experience catered to your needs. Our primary focus is to help you avoid costly mistakes, anticipate potential challenges, and expertly navigate any unforeseen situations that may arise. We're dedicated to providing you the luxury of having the peace of mind you deserve when travelling.

PERSONAL RECOMMENDATIONS

By taking the time to get to know you and your unique travel needs and wishes, we're able to provide tailored recommendations that align with your budget and preferences, ensuring a truly personalized and exceptional travel experience.





SCHEDULE OF FEES

All fees are plus 13% HST tax. Note: Your travel professional, at their discretion, may offer a discounted rate when combining multiple services.

Travel Services

All Inclusive Reservations	\$75.00 pp
USA Package Reservations	\$75.00 pp
Package with 4+ Travellers	\$50.00 pp
Last Minute Bookings <21days	\$100.00 pp
Ocean Cruise Reservation	\$100.00 pp
River Cruise Reservation	\$150.00 pp
International Hotel/Car Only	\$50.00 pb
Rail Tour	\$75.00 pp
Excursion/Activity Reservation	\$20.00 pp

Itinerary Planning

Escorted Tours	\$100.00 pp
Custom Itinerary Creation**	\$150.00 pp

**Complex itineraries may be quoted at a higher fee.

FEE LEGEND:

- pp (per person)
- pb (per booking)
- ph (per hour)

Schedule current August 1st, 2023

Flights

INTERNATIONAL AIRFARES

Economy / Premium Economy	\$100.00 pp
Business / First Class	\$150.00 pp

INTERNAL AIRFARES AS PART OF A TOUR OR CUSTOM ITINERARY BOOKING:

(All destinations)	\$50.00 pp
Airfare Recommendation*	\$50.00 pb

**Suggested itinerary and best value pricing only. Agency does not reserve Canada or USA flights. Fee collected prior to research.*

Other

Date or Destination Changes *	\$100.00 pp
Name Changes *	\$50.00 pp
Name Corrections*	\$25.00 pp
Insurance Claim Filing *	\$50.00 pb
After Hours Fee *	\$50.00 ph

*Fees are in addition to airline and supplier regulated fees. * If permitted and/or available.*

Cancellations

Cancelled reservations will be subject to an administration and processing fee ranging from \$50-\$300pp in addition to the airline and/or supplier cancel fees.



PROFESSIONAL FEE *Agreement*

Elgin Travel & Cruises offers comprehensive travel planning assistance. Our Schedule of Fees, contained within this document, provides a **transparent and fair pricing structure** for our services. To ensure that we can provide you with the best possible recommendations for your travel preferences, we offer a complimentary consultation that will include up to 30 minutes of research time. Once this complimentary time has been utilized, the collection of the fee is required to promptly secure your travel arrangements or to further research options and offer alternate date or destination pricing. Please note that our fee is **non-refundable** and **separate** from the cost of your trip, and is solely for engaging the services of an Elgin Travel & Cruises professional.

Furthermore by signing this agreement, you acknowledge the Schedule of Fees for yourself and those included in your travel group and confirm acceptance of fees outlined as applicable to your trip and its arrangements.

Signature

Client Full Name :

Address :

Signature:

Date: