

## SERVICES

- 1 Basic Products
  - a. Flight tickets – Domestic & International (incl. low cost carriers) tickets and Frequent flyer Programme support on economy and business class. Quality and fares are backed by our:
    - i. Best Fare search
    - ii. Traveller Profile
    - iii. Quality assurance
    - iv. International Fare Access
  - b. Accommodation
    - i. Uniglobe Worldwide Hotel programme
    - ii. Online access to 70 000+ hotels
    - iii. Our own database of Guest Houses, B&B's and Lodges
  - c. Car hire & Transfers
    - i. A variety of offerings to choose from
    - ii. Access to unlimited miles/zero excess option.
  - d. Other transport
    - i. Trains
    - ii. Buses
  - e. Tours

- 2 Additional products
  - a. Conferences & Events. As conference coordinator we can assist in planning, sourcing venues, setup, catering, budgeting.
  - b. After Hours service backed by a 2 tier local system and an optional international system.
  - c. Luggage
    - i. Wrapping
    - ii. Tracking
    - iii. Excess baggage assistance
  - d. Communication
    - i. International Sim card for voice
    - ii. WiFi for data communication
  - e. Passports & Visa assistance supported by a document delivery system
  - f. Forex and international payments
  - g. Travel Insurance
  - h. VIP Limousine Service

- i. Private jet rentals
- j. E-Newsletter
- k. Administration
  - i. Travel Audit
  - ii. Assistance with Formulation of Travel Policy.
  - iii. Detailed invoicing
  - iv. Online MIS System
- l. Leisure travel
  - i. Cruise Vacations
  - ii. Breakaways
  - iii. Sporting Events & shows
- m. International Driver's licences

### 3 Service choices

- a. You have a choice amongst any one or a combination of the following:
  - i. Off site travel service
  - ii. In-house operation
  - iii. The latest cost saving offer of an Online Booking Tool