

# WELCOME

Your experience starts with the planning: offering you unrivaled access to exclusive, hand-selected resorts and hotels around the world. With a highly curated selection of the most stunning locations, with first-hand knowledge of what makes them so special, we anticipate that you would share our excitement.





## NO MORE SELF TRAVEL PLANNING FOR YOU!

Planning a holiday is one of the most stressful things you do.

Whether it's a staycation or a long trip, traveling is exciting and dangerous in equal measure. When you DIY anything in life, you take on risks.

For example, it may be a calculated risk (i.e. medical procedures, home renovations, educating your children) or even a self-inflicted injury or ailment (i.e. cutting your own hair).

Planning travel should be left to qualified and professional experts because an extraordinary destination calls for an itinerary to match!

Look at some of the most frequent problems that self travel planning can create:

- Missed flights because your layover time wasn't long enough
- Awful hotel rooms that don't match the brochure-like images
- · Travel insurance that doesn't actually work for what you need
- Waiting on hold for hours with airlines, cruise lines, hotels, and tour companies when you have a question or need help
- Tired and frustrated fellow travelers
- Wasted time trying to get from point A to point B
- Under-planning
- Over-planning
- Poor document preparation
- Improper documentation that denies entry and re-entry
- Discovering activities and sites are closed or limited when you arrive
- Struggling to find dining options in a limited capacity or during busy seasons



# RELY ON US, THE EXPERTS

Our people are your experts.

When you hand over something that is complex, stressful, and can go terribly wrong, you feel relief and a weight lifted off of your shoulders.

It's called relying on an expert.

Once you've used our services you'll never book another vacation on your own ever again!

#### THE BENEFITS OF HANDING OVER THE PLANNING

- You won't lose tens or hundreds of hours each trip staring at a screen with dozens of tabs open.
- You won't go around in researching circles so many times that you miss the best opportunities.
- You take a holiday to unwind so you'll no longer start that off with months
  of stressful planning.
- You'll never wonder what experiences or opportunities you didn't know about that you might have missed.
- You won't waste money.
- You won't waste time.
- Your entire experience will be professionally planned and documented.







# Our Service

Travel is a natural extension of our humanity, and we want you to make the most out of yours.

Our curated selection of top travel experiences, products, and services will help you plan, book, and enjoy your next trip.

We'll be there for you every step of the way – from advising on travel options, creating itineraries tailored to your interests, recommendations for where to stay, and what to see and do at your destination or during transit – right up until the final moment when you say goodbye at the airport.

Our professional research and planning fees cover a wide variety of tasks and services including but not limited to:

- Domestic and international air
- Hotels, villas, and apartments
- River & ocean cruises
- Travel insurance
- Door to Door Luggage Transfers
- Private Car
- Visa entry requirements

- Airport transfers
- Day tours and shore excursions
- Dining & entertainment reservations
- Unique cultural experiences
- Private Chefs
- Butler Service
- Support during travel

# How it works

1

#### **QUICK HELLO**

Schedule a complimentary call to discuss what you envision for your vacation and whether our service meets your needs.

2

#### **CONTRACT AGREEMENT**

Choose the planning package that best fits your unique lifestyle and travel preferences, and then sign and return our research planning contract.

3

#### RESEARCH, PROPOSAL & FEEDBACK

Your draft trip proposal will be provided for your feedback and up to 2 itinerary adjustments are available. Request any small adjustments before we confirm and secure your trip itinerary.

4

#### PRESENTATION AND ADJUSTMENTS

We will present you with a full itinerary with the best options for travel, activities and accommodation.

5

#### WHILE YOU ARE AWAY

We are your travel concierge and work to ensure every aspect of your itinerary is exactly as you planned. In the event that you need to activate your emergency support plan we will be on standby and ready to assist.





# CLASSIC PLANNING SERVICE

The classic planning service for domestic destinations allows us to plan, research and reserve every element of your vacation in alignment with your personal travel style.

Weekend Escape up to 5 days-4 nights

\$100/ household

With only a few days to get away planning a getaway is everything. Settling on a destination and researching all the things you want to do can be a challenge.

Full Vacation 6 - 12 Days - 5-11 Nights

\$250/ household

Planning a trip can take hours of research to find the best opportunities. There are several phases of any vacation and we will work to curate the perfect itinerary. Each traveling household will then work with us individually to align their travel arrangements, while at the same time meeting their personal travel needs. This is a planning and research service only.

Group Travel 10 people +

\$500 / Group

Before bringing together a group of your favorite friends, family, followers, or clients we will work with the group organizer to curate the perfect itinerary. Each traveling household will then work with us individually to align their travel arrangements with the group plan, while at the same time meeting their personal travel needs. This is a planning and research service only.

Emergency Support / Rebooking Fee

\$125 / household

Need to cancel your trip and rebook the same vacation for a later date? We can take care of the various details from canceling each element of your current booking to confirming new dates. Should you need rebooking services while you are away we can also take full care of that.







This white-glove planning fee is for international travel and allows us to plan, research and reserve every element of your vacation while staying in alignment with your personal travel style.

Full Vacation 6 - 12 Days - 5-11 Nights

\$300 / household

We work with you every step of the way to create a custom itinerary and plan by taking into account both your individual needs and interests, as well as how all those activities fit together into one cohesive trip. All aspects of travel will be taken care of for you so that all you need to do is enjoy yourself! This is a planning and research service only.



\$500 / household

Whether you want to travel to the other side of the world or stay closer to home, let us provide you with an exceptional experience that you'll be talking about for the rest of your life. Every aspect of your vacation is precisely laid out to capture what you have envisioned for your getaway. This is a planning and research service only.

# Group Travel 10 people +

\$800 / group

Our personal concierge service makes it easy to plan a trip for your favorite people. We'll create a customized itinerary and help you find the best flights, hotels, excursions, and meals along the way. Then we'll work individually with each traveler to ensure they're getting exactly what they want from their vacation.

### Emergency Support / Rebooking Fee

\$250 / household

Need to cancel your trip and rebook the same vacation for a later date? We can take care of the tiny details from canceling each element of your current booking to confirming new dates. Should you need rebooking services while you are away we can also take full care of that.









#### DO YOU CHARGE A RESEARCH / PLANNING FEE?

Yes, the Classic service starts at \$75+ and the White Glove service starts at \$300+. Payment of this fee is the official authorization to start researching and creating the planning process. These fees cover the time, knowledge, and expertise to research your travels and to support you before, during, and after you holiday vacation.

#### HOW LONG DOES IT TAKE TO PLAN A TRIP?

The amount of time from start to finish varies based on the complexity of the trip, Typically, you will receive your first itinerary draft within 7–10 days. After which, you will review and respond as soon as possible as reservation holds are typically held for only 24hrs before being released back to the supplier.

#### WILL YOU WORK WITH ME IF I NEED TO PLAN A TRIP ON SHORT NOTICE?

Absolutely! However, keep in mind that the rates for hotels, flights, and cruise lines are often higher when the time between booking and departure are less than 90 days.

#### WHAT TYPES OF CLIENTS HAVE YOU WORKED WITH?

We service discerning travelers looking for unique customized experiences and have the time and resources to travel but don't have the desire to spend days researching and planning their holiday vacation.

#### WHAT EDUCATION DO YOU HAVE TO WORK AS A LUXURY TRAVEL ADVISOR?

My onging affilation with the Travel Leaders Network, and my host agency Trips and Ships Luxury Travel, in addition to holding specialist status with multiple luxury brands provides me with continuing education and training as an ASTA Certified Travel Agent to learn all I can in luxury travel.

#### WHAT HAPPENS IF I RUN INTO ISSUES DURING MY TRAVEL PERIOD?

With a trustworthy network of partners across the globe and our constant 24/7 connection availability during your travels we do our best to ensure that your trip is as easy and effortless as possible.

#### DO I NEED TRAVEL INSURANCE?

DEFINITELY! The risk is too high not to purchase insurance protection. I would be happy to provide a quote through our preferred supplier. If you decide against purchasing travel insurance, you will be required to sign a waiver stating you knowingly opted out and accept the responsibility





# **SUPPORT**



RESPONSE TIME We respond within 8 hours through the traveler app provided to you during your travel or by the end of the next business day.

BUSINESS HOURS Tuesday to Saturday 10 am - 8pm EST Closed all holidays

EMAIL + PHONE Gayle@IPTALYTravel.com 1 (810) 937-7740 office



# Resources

We will handle all of the complex research, planning, and booking for your trip as well as provide you with direct links to the most important information so that you can continue to be updated.

01

### Airline

Monitor your flight arrivals and departures, mask mandates, boarding requirements, vaccine mandates, and more.

02

# Center for Disease Control (CDC)

Keep updated on US laws regarding re-entry into the US, and domestic flight boarding and travel requirements.

03

#### Travel Insurance

Get access to your policy, coverage information and start/check on any claims.

04

# **Ground Transportation**

Monitor travel requirements for boarding and travel as well as schedule information.

05

### Cruise Lines

Access your reservation and make selections for any onboard activities, and learn about boarding/cruising rules for masks and vaccines as well as any mandates.

06

### **Destination Government**

Learn about the entry requirements to your destination, any necessary forms, and permits, what to do if you test positive, as well as the local laws, customs and any restrictions





