



Kellie's Travel
Custom Vacations



Call of the Syren Travel
Luxury Travel



Flamingling Around
Group Travel

Trip Confirmation Document

Client Information

Full Name [print]: _____
Phone Number: _____ - _____ - _____
Email Address: _____ @ _____

Did We Get Everything Correct?

Departure Date: _____
Return Date: _____

Mistakes happen. When it comes to travel, changes and errors typically cost money. Help us make sure we have everything correct by **carefully reviewing** the travel documentation you received via email and confirm the accuracy of the following for each traveler.

Passenger Details:

* Ensure all names match EXACTLY with the documentation you will use at the airport, at customs and other locations where an ID may be required.

* Supplier ***name correction fees*** are the CLIENT responsibility if The ADVISOR is not notified within one day (24 hours) of receipt of this form.

- Names on all documentation is/are spelled correctly
- Names on all documentation is/are traveler's legal name(s) (as spelled on the VALID government-issued form of ID to be used at the airport)
- Passenger birthdates are all correct

Review Your Itinerary:

* Please review your itinerary to ensure accuracy of the information. Here are examples of the information to confirm:

- Departure dates and times, flight dates and times, hotel check-in and check-out dates, car rental pick up and drop off dates, special excursion departure and return times, cruise or tour departure and return dates and times, rail departure and arrival dates and times, etc.

* These all may not apply to you, but be sure to review documents for all travelers in your group and double check all of those that do apply to you!

- I/We have reviewed the itinerary and confirm the information is correct
- There is incorrect information on the itinerary.

Incorrect information is:

Domestic / International Travel:

- My travel is domestic (remaining within USA)
- My travel is international (outside of USA)

Travel Insurance

Life is unexpected. Things happen and sometimes trips must be cancelled or rescheduled. You may get sick or injured on a trip and need medical care. Someone back home may get sick and you need to return home quickly. Travel insurance helps to protect you from losses that you might incur in these and other situations.

We strongly recommend travel insurance for the protection of your health, your property, baggage, and your trip costs and cancellation fees. Insurance with various combinations of coverage is available from many sources and suppliers.

Please Note: In some situations (like pre-existing medical conditions) you may be required to purchase travel insurance within a certain amount of time after you purchase your trip. The time varies based on the travel insurance vendor so please ask for details.

Please check all that apply:

- I/We were offered Travel Insurance by The ADVISOR.

- I would like more information about Travel Insurance.

- I/We have included Travel Insurance in our booking with The ADVISOR.

- I/We have purchased Travel Insurance separately from our booking with The ADVISOR
Purchased through which company: _____

- I/We have declined to purchase Travel Insurance for our trip, against The ADVISOR's recommendation. I/We are aware that in so doing, we may not hold The ADVISOR responsible for any negative impacts, financial or otherwise, this may cause me/us.

Do You Have Any Questions?

Thank you again for booking your trip with me! I appreciate your business as well as your help with confirming your trip details. If you have any questions, please feel free to write them below, or contact me via email or phone. I am happy to help and I am so excited for your upcoming trip!

Did We Get Everything Correct?

I confirm I have read the above information and details about my trip (all provided itineraries and booking documents) and it is correct and accurate.

If any information is incorrect, please call or email The ADVISOR to update this information Immediately (***within 24 hours of receiving this form***):

Phone: 253-888-6900 Email: KelliesTravel@gmail.com

Full Name [print]: _____

Client Signature: _____ Date: _____