



Kellie's Travel
Custom Vacations



Call of the Syren Travel
Luxury Travel



Flamingling Around
Group Travel

Research, Planning, & Concierge Care Fee Agreement

Client Name: _____

Travel Advisor/Agency: Kellie Smith, Call of the Syren Travel LLC (DBA: Flamingling Around; DBA: Kellie's Travel)

Date of Agreement: _____

1. Scope of Services

The Travel Advisor agrees to provide travel planning services to the Client, which may include but not limited to: consultation, itinerary research and design, booking services, supplier coordination, and post-booking support.

This agreement does not guarantee the availability or prices of specific travel arrangements until confirmed by third-party suppliers.

Initials _____ Date _____

2. Service Fees

Client agrees to pay the following non-refundable service fees:

- Initial Trip Design & Planning Fee: \$ 150.00 per person traveling.
 - Covers research, itinerary curation, and “First & Best” proposal presentation.
 - Includes Advisor’s Concierge Care Customer Service, before, during, and after travel.
 - Paid in advance, at the time of Agreement.

- Up to 2 proposal revisions included, based on Client feedback and limited to the scope of the originally discussed trip. (Major changes in destination, travel dates, or number of travelers may require a significant amount of additional research, and therefore, may require a new planning fee).
 - Additional Itineraries Fee (beyond the 3 included above within initial research/trip parameters: \$ 50.00 per additional itinerary (same trip, not per person)).
 - For every proposal thereafter.
 - in advance of additional research at the time of request.
- For Group Trips that Advisor has pre-planned & organized, Service Fee: \$100.00 per person
 - Includes Advisor’s Concierge Care Customer Service, before, during, and after travel.
 - Paid in advance, at the time of Agreement.
- Itinerary Change/Cancellation Fee: 10% of total travel costs being cancelled.
 - If Client requests changes to or cancellation of booked itineraries.
 - To be billed/paid at the time of the change/cancellation request.
 - For Client Initiated trips as well as Group trips organized by Advisor.

All fees are separate from and in addition to the cost of travel itself.

Initials _____ Date _____

3. Payment Terms

Payment is due prior to the commencement of services. All service fees are non-refundable, even in the event of cancellation or trip postponement, as they compensate the Travel Advisor for time, expertise, and administrative costs.

Payment of fees may be made via credit card.

Initials _____ Date _____

4. Client Responsibilities

Client agrees to provide accurate and timely information as requested, including names as they appear on government-issued IDs, birthdates, accurate phone/email for communication, travel preferences, and payment details. Client is responsible for reviewing and confirming all travel documents, including tickets and itineraries.

Initials _____ Date _____

5. Proposal Expiration

Each custom itinerary or travel proposal is valid for up to 30 calendar days from the date of initial delivery. If the Client does not confirm or move forward within that time, the proposal is subject to cancellation, and a new planning fee may be required.

- Pricing for travel is dynamic and ever-changing, and is out of the control of the Advisor. Travel costs within each quote are not guaranteed until the booking is confirmed/deposited/Paid in full (depending on Supplier terms). There is an urgency to book and pay the deposit as soon as possible after reviewing a proposal for these reasons.

Initials _____ Date _____

6. Travel Insurance Acknowledgement

Client acknowledges that Travel Advisor has offered travel insurance and strongly recommends its purchase. Should client decline travel insurance, they accept all financial risk associated with cancellation, delay, illness, weather, or other unforeseen circumstances.

- Client accepts travel insurance.
- Client declines travel insurance and waives liability.

Initials _____ Date _____

7. Limitation of Liability

Travel Advisor is not the source or supplier of the travel services requested and acts solely as an intermediary between the Client and third-party providers. Travel Advisor shall not be held liable for any loss, injury, delay, or inconvenience caused by suppliers or force majeure events. In no event shall Advisor be liable for any indirect, incidental, special, or consequential damages arising out of or related to the services provided. Advisor’s total liability shall be limited to the amount of fees paid by Client for the services rendered.

Initials _____ Date _____

8. Governing Law

Any disputes arising under or related to this agreement shall first be submitted to mediation in Montana. If mediation is unsuccessful, the parties agree that the exclusive venue for legal proceedings shall be the courts located in Lewis and Clark County, Montana, and this agreement shall be governed by the laws of the State of Montana.

Initials _____ Date _____

9. Entire Agreement

This document along with the Terms and Conditions document constitutes the entire agreement between the parties. Any modification must be made in writing and agreed upon by both parties.

Initials _____ Date _____

10. Acknowledgement of Terms

By signing below or indicating acceptance electronically, Client confirms they have read, understood, and agreed to the Research Planning and Concierge Care Fee Agreement terms and conditions contained herein.

Initials _____ Date _____

Client Information

Full Name [print]: _____

Phone Number: _____ - _____ - _____

Email Address: _____ @ _____

Client Signature: _____ Date: _____