



# PLANNING & ADVISORY RETAINER GUIDE

Travel should feel effortless, exciting, and completely you. Our planning fees reflect the time, care, and expertise that go into designing trips that fit your style—whether it's a weekend escape, a milestone celebration, or an international adventure.

We offer flexible service options so you can choose the level of support that fits your needs:



## INTERNATIONAL & Multi Country

LUXURY, HONEYMOON,  
ADVENTURE, OR COMPLEX  
ITINERARIES SPANNING MULTIPLE  
DESTINATIONS

- Initial Consultation & Travel Assessment
- Customized Itinerary Design
- Flight Research & Booking Assistance
- Vetted lodging selection
- Ground Transportation (Train, Rental Car, Transfers)
- Activity & Tour Recommendations with vetted local partners
- Pre - Departure documentation
- Travel App Support
- 24/7 In-Travel emergency support & assistance
- Travel Insurance quote
- 2 Itinerary revisions

**\$300 - \$600**

## Domestic

FAMILY VACATIONS, WEEKEND  
GETAWAYS, BUSINESS-LEISURE  
COMBOS, AND NATIONAL PARK  
TRIPS.

- Destination consultation and trip curation
- Flight or self-drive itinerary planning
- Lodging and activity recommendations
- Restaurant and local experience suggestions
- Travel insurance guidance
- One round of itinerary revisions

**\$150 - \$300**

## Group

RETREATS, INCENTIVE TRIPS,  
FAMILY REUNIONS, AND SOCIAL  
GROUPS.

- Destination consultation and budget coordination
- Group itinerary design and logistics management
- Group flight, accommodation, and transfer coordination
- Payment management (split or consolidated options)
- Group activity and dining coordination
- On-site support liaison or local representative setup
- Optional branded itinerary and travel documents

**\$400-\$800 per group**  
(plus a per-person planning fee of  
\$50-\$150)



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## A La Carte Services

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Flight Research & Booking	\$50-\$150 per person
Hotel or Villa Booking	\$50-\$100 per booking
Cruise Planning	\$150-\$250 per sailing
Excursion / Tour Booking	\$25-\$75 per excursion
Travel Insurance Assistance	\$25 flat
Trip Revision Fee	\$50 per revision
*Trip Cancellation Fee after final payment date	\$100/ Per Reservation

\*Additional fees may apply from supplier source.

Rush Planning Fee: Add 25-50% for departures within 30 days.

Annual Retainer: \$750-\$1,500 for frequent travelers seeking year-round personalized planning and support.