## 'At Your Service' Flight Assurance Program

TravelStore is pleased to provide flight arrangements and airline ticketing to our existing clients. The chart below outlines the services provided and our fee for providing these services.

TravelStore's Professional Services for Flight Arrangements include:	Domestic	International
	from \$35 per ticket	from \$50 per ticket
Reserve & Ticket requested flights & fares *	$\sqrt{}$	$\sqrt{}$
Duty of care and support monitoring flight changes	√	$\checkmark$
Monitoring airline rules and regulations	√	$\checkmark$
Airline/Flight comparative analysis	√	$\sqrt{}$
Add Loyalty points	√	V
Advance seating requests (may incur airline charges)	√	V
Ticket voids	√	

## \*Additional charges that may apply:

**Ticket exchanges and refund processing**: \$35 for domestic tickets and \$50 for international tickets.

Frequent flyer mileage tickets: from \$150 - \$250 per ticket.

**Emergency after hours service:** \$16 per call. (For our contracted corporate accounts, fees may vary.)

## **NOTE**: Flight Arrangements for New Clients

TravelStore exists to service the travel needs of our valued clients, and to provide travel services to the communities we serve. As an ethical business, we also need to be compliant with the best practices of ASTA (American Society of Travel Advisors) and our airline partners, in insuring business is transacted in a safe, ethical, and appropriate manner and, as well, to minimize our risk to ongoing scams.

For persons with no past history with TravelStore who wish to purchase airline tickets for themselves or for a third party, personal checks will not be accepted as a form of payment. The only accepted form of payment will be: a) cash, or b) a wire transfer sent to TravelStore's bank account the same day the ticket is being requested, or c) if paying in person, the person's personal credit card, WHERE THE DEPARTURE DATE IS MORE THAN TWO WEEKS AWAY, by providing credit card and a local photo ID or passport and a signed Credit Card Authorization Form.