



TradeWins! Travel Request Form

Guest _____ TradeWins! Acct _____

Address: _____ Phone _____

_____ Fax _____

Email: _____

Destination: _____ Hotel__ Condo__ Resort__ Other_____

Check-in Date _____ Check Out Date _____

Rooms__ Beds__ In Party Adults__ Children____ Total_____

Additional Requests Food__ Car Rental__ Entertainment_____

Transportation Required: From _____ To _____

Method: Auto__ Bus__ Rail__ Air__ Boat_____

Major Credit Card: _____ Visa__ Amex__ MC__

Exp Date _____ Name on Card _____ CVV _____

- A. This form authorizes the agent to book ALL travel requested.
- B. All confirmed reservations are **non-cancellable, non-refundable** and all charges will apply; cash and trade. Transaction will be posted and fees will be charged on confirmation.
- C. TradeWins! charges a \$25 cash booking fee to your credit card for all travel requests at time of confirmation.
- D. Short notice requests of less than 7 days prior to departure will be assessed an additional \$25 cash fee in advance.
- E. Applicants TradeWins! Account transaction fees must be current to book travel.

I authorize applicable cash charges to my credit card described above.

Signed this _____ day of _____, 200_____

(Cardholder)

Travel Request Form Policy

Request Periods

Requests for Travel must be made in advance as per the following schedule

- Local 10 working days
- Canada 15 working days
- USA 30 working days
- International 3 Months

Blackouts

Accommodation is usually blacked out during high demand periods for the particular resort/location so don't be upset if you cannot get your requested time. Generally summer is from July 1 to September 30th and is high season for British Columbia for example or February in Hawaii.

Etiquette

When booking with gift certificates please make sure you inform the agent you are using the certificates when you book..

Cash Fees

All cash fees for travel and successful travel requests must be paid before you leave.

Refund Policy

Once a confirmation code is issued there are no refunds, of trade dollars, transaction fees, or travel request fees. Your venue may charge your credit card for the local taxes etc.