

SAMPLE RATE AGREEMENT – ACTIVITIES & ATTRACTIONS

Rate agreements can have a significant impact on your business. Ensure to validate rate agreements with internal teams and external professional supports before signing the dotted line.

Keeping your rate agreement as simple as possible is really important but at the same time try to include the exact detail the tour operator will require from you to load your product efficiently into their system. The following presents a range of items that you could consider when writing your rate agreement.

Always attach your terms and conditions to your rate agreement.

Suggested rate agreement headings

Title

- A statement of the agreement type. For example a heading that says 'FIT and Ad Hoc Group Rate Agreement, 2019'

Your business details

- Your business name
- Your business address
- Your business website
- Reservation contact person's name with direct phone number and e-mail address
- Sales contact person's name with direct phone number and e-mail address

Statement of the rate agreement

- Special Contracted Rate with (insert tour operator's name)
- Dates that the rate agreement applies to, for example 1st January, 2019 – 31st December 2019

A table of rates including the following:

- A short description of the activity/visit offered
- Full retail rate per adult
- Full retail rate per child
- Special contracted rate per adult (defining low season months)
- Special contracted rate per child (defining low season months)

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- Special contracted rate per adult (defining shoulder season months)
- Special contracted rate per child (defining shoulder season months)

- Special contracted rate per adult (defining high season months)
- Special contracted rate per child (defining high season months)

Notes pertaining to the rates outlined for example:

- *Rate is subject to minimum 10 people and maximum 15 people*
- *Duration: 2 hours*
- *Applies to children aged XX. Each child must be accompanied by a minimum of one paying adult*
- *Participants of XX years and older are charged at full adult price*
- *Price inclusions e.g. tea/coffee and biscuits after your activity*

Additional services

List the potential upsells relevant to your product offering. Define by item, that is what is being upsold, and give specific details. For example – lunch is an additional service; the rate €XX.00 per person and the special conditions e.g. includes main course, dessert and tea/coffee.

Rate agreement and terms and conditions

Include a statement outlining that the rate agreement works in conjunction with the terms and conditions agreed. For example;

'All of the above rates and services are bound by the enclosed Terms and Conditions.'

Conclude with;

Space for tour operator signature and date signed

Space for your signature and date signed.