

Airline Group Travelers

- At your request, and for a non-refundable, upfront cost of \$300, we can:
 - Quote, source, and research a destination (if required)
 - Communicate with airlines on your behalf
 - Review all fare rules
 - Manage payments per airline guidelines (Any deposits/penalties/deadlines must be paid by you)
 - Claim PNR into Sabre
 - Calculate taxes
 - Create the ticketing shell for issuance of tickets
- Email groups@traveledge.com with subject line TEN Group Request and the following information:
 - Traveler info: Number of travelers (include kids and ages)
 - Travel details: Destination(s), travel dates, city pairs
 - Preferences: Airline preference, restricted or non-restricted fare, cabin type, special requests
 - Your details: Email and phone number, amount of your service fee
- Ticketing fees:
 - Group ticketing fee: \$300, plus \$20 per person
 - Deviations from the group: \$30 per person
 - Exchanges: \$30 per person – requests to come from IC (no contact between TMC and traveler)

