

EL MONTE RV
MOTORHOME VACATIONS

2017 Season



Travel Operator Agreement

El Monte RV - 2017 Travel Operator Agreement

1. Representatives

Travel Operator: _____

Street Address: _____

City: _____ Country: _____ Postal Code: _____

IATA Number: _____ ASTA Number: _____ Webpage: _____

Product Manager: _____
(Name) Direct Phone and Fax

_____ E-mail address

Reservations: _____
(Name) Direct Phone and Fax

_____ E-mail address

Accounts Payable: _____
(Name) Direct Phone and Fax

_____ E-mail address

2. Headquarter Information

Principle Office Name / Address: _____

Name of President / General Partner: _____

Name of Sec/Treasurer / Chief Financial Officer: _____

Date of Incorporation / Formation: _____

3. Value Rate Updates

Value Rate levels are updated weekly. They are sent in CSV and PDF formats.

_____ We would like the weekly Value Rate updates forwarded to the following E-mail addresses:

1. _____ 2. _____

_____ We will download the weekly updates from www.MyElmonteRV.com

_____ We would like to receive the file via FTP. (Please provide User Name and Password)

4. Credit Card Prepayment

In the event of a booking made less than 45 days before motor home takeover, I authorize El Monte RV to use the following credit card as initial payment:

Credit Card No. _____ Exp. _____ CSV: _____ Auth. Signature: _____

5. Prepayment Requirements

PAYMENT AGREEMENT: We agree that upon confirmation full payment of rental charges and prepaid items, plus tax if applicable, is due to El Monte RV a minimum of 30 days prior to departure. All prepaid items **must be requested at the time of reservation.**

We agree that if for any reason El Monte RV has not received payment prior to departure date the booking will be cancelled and clients will not be allowed to pick up the rental unit.

We agree that if payment is made by bank transfer sufficient time must be allowed for processing. Payment must be received by El Monte RV's financial institution 30 days prior to customer's departure date. We agree also that the bank service fees or wire transfer fees are the responsibility of the Tour Operator and not El Monte RV.

We understand that for any open balances El Monte RV will charge a 2% surcharge.

We agree that there are no exceptions to any of these policies.

Signature required: _____

6. Taxes

Taxes are due on all prepaid and local charges. As a tour operator, you must select one method of tax payment for all prepaid invoices. Please check the option that will be valid for the entire 2017 booking season. **El Monte RV strongly recommends the flat tax option to avoid re-invoicing due to frequent sales tax increases.**

_____ **Option 1** - Sales tax varies by location on all prepaid or local charges and are subject to change.
Tax rates as of August 2016.

DEN	4.00%	MIA	7.00%	SAN	8.00%
DFW	10.00%	NYC	7.00%	SFO	9.50%
LAS	8.15%	ORD	5.00%	SLC	16.35%
LAX	9.00%	PHX	16.55%	YVR	14.60%
MCO	6.50%				

_____ **Option 2** - Flat Tax rate on all prepaid charges for all locations. **We strongly recommend the flat tax option to avoid re-invoicing due to frequent sales tax increases.**

Flat Tax : 10.5 %

7. Cancellation Fees

Cancellation Fees / Changes / Long Term Discounts

- Over 45 days prior to departure \$ 0 (no fee)
- 44 to 16 days prior to departure \$350
- 15 to 1 days prior to departure \$700
- Departure day and No Show Full Rental
- One-way rentals..... \$200 (in addition to applicable fee)

8. Internet Bookings

El Monte RV’s international program is available only for ‘international’ clients, i.e. clients who reside outside the United States. A stipulation to booking El Monte RV via the wholesale partner’s internet web engine or brochure is that the wholesale partner must have a process in place to disallow bookings from ‘domestic’ clients, i.e. clients residing within the United States. El Monte RV reserves the right to refuse any booking at any time if it is determined that the customer resides in the US.

Signature required: _____

9. Acceptance of Agreement

By signing this application I agree to the terms and conditions herein and in the final published 2017 Terms & Conditions program. I understand that El Monte RV is not responsible for travel operator or their agents’ misrepresentation of facts described in El Monte RV’s 2017 Terms and Conditions,’ a copy of which I have been provided and reviewed. I warrant my authority to enter into this Agreement.

Signature: _____ Date: _____

Print Name: _____ Title: _____

Please return to: **EL MONTE RV**
12818 Firestone Blvd. Santa Fe Springs, CA 90670, USA
Phone: 562-483-4941 • Facsimile: 562-404-2021 •
E-mail: intl.booking@elmonterv.com