

# REGISTRATION

Fax back this form immediately to reserve your space for 2006-2007.

**COMPANY:** \_\_\_\_\_

**CONTACT DETAILS** FOR ENTRY PREPARATION & PROOFING

NAME: \_\_\_\_\_ POSITION: \_\_\_\_\_

CONTACT MAILING ADDRESS: \_\_\_\_\_

\_\_\_\_\_ POST CODE: \_\_\_\_\_

TEL: \_\_\_\_\_ FAX: \_\_\_\_\_

EMAIL: \_\_\_\_\_ WEB SITE: www. \_\_\_\_\_

**2006-2007 PARTICIPATION DETAILS**

**ACCOMMODATION, TOUR OPERATORS & VEHICLE HIRE:**

Please reserve the following participation sizes for our products in the next programme:

(Indicate each Product Name and the DISCOVER WEST Brochure Section you wish it to appear in. Attach a separate sheet if more space is required.)

\_\_\_\_\_ x 1/9 Page

\_\_\_\_\_ x 1/3 Page

\_\_\_\_\_ x 1/2 Page

\_\_\_\_\_ x Full Page

**SOLE WHOLESale PROGRAMME – 20% Discount.** Our products will be exclusively represented in the DISCOVER WEST State Wholesale Programme (and no other domestic wholesale brochures for 06-07).

**ATTRACTIONS, SHOPS & RESTAURANTS ONLY:**

DISCOVER WEST Bonus Voucher Book     DISCOVER WEST Bonus Voucher Book - with 1/9 Brochure Page

**Authorised Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

DISCOVER WEST HOLIDAYS will confirm successful entry into 2006-2007 participation in writing. You will then be required to provide text, rates and possibly pictures for DISCOVER WEST to design your product entry.  
Please see General Information (following) for more details on participation.

**FAX BACK: to (08) 6263 6481**

Registration Closes Wednesday 24 February 2006



**DISCOVER WEST HOLIDAYS**

*The West Australian Specialist*



WESTERN AUSTRALIA

**STATE WHOLESale PROGRAMME**

# WHOLESALE PROGRAMME ENTRY

## GENERAL INFORMATION

### Guaranteed Bookings & Payments to You

When a travel agent makes a booking for your products, DISCOVER WEST HOLIDAYS requires a deposit from the client within 7 days. Full payment from the client is required at least 30 days prior to client travel. When DISCOVER WEST receives the client's full payment, the Travel Orders are issued, along with air tickets and other documentation, and provided to the agent for the clients to travel on. Payment then becomes guaranteed to you.

The clients later present the DISCOVER WEST Travel Order to you in exchange for the services booked.

You then return a copy of the Travel Order to DISCOVER WEST along with an invoice for the nett amount due, prior to the last Thursday in a month. Payment is then made to you following DISCOVER WEST's strict monthly cheque run. DISCOVER WEST is licensed by the State Government to hold client's pre-paid funds, and is a member of the Travel Compensation Fund.

Should the client cancel the services at any time, DISCOVER WEST will inform you promptly. If DISCOVER WEST is holding client's pre-paid funds and the client cancels close to the date of travel, or is a 'no show', you are entitled to charge a reasonable cancellation fee. If charged, the cancellation fee might be one nights accommodation or similar for a tour operator and must be advised in writing at the time of cancellation.

### Commission Levels & Rates

Rates are to be valid for the whole period of 1 April 2006 to 31 March 2007. Any seasonality or special deals (including value adding) in your rates should be included with applicable dates/days - and can really enhance your entry.

A base wholesale commission of 20% is a minimum requirement for participation in the domestic and international programmes. From the wholesale commission DISCOVER WEST must pay the retail Travel Agent their commission (minimum 10%), produce and distribute the brochure, promote the brochure and provide an effective reservations service. Wholesale commission level is based on gross wholesale market prices.

**Please Note:** In order for DISCOVER WEST to position your products with major overseas wholesalers for inclusion in their own brochures, a **minimum** 25% commission is required. This is due to the overseas wholesaler requiring 20% commission (passing 10% to the local retailer).

### Participation Agreement

Participating operators agree to the general business procedures described and in addition agree to: maintain internet access to be able to receive automated Daily Booking Reports sent via email; accept responsibility to act on the automated Daily Booking Reports; deliver on the level of service they promise in DISCOVER WEST's promotional material; the DISCOVER WEST standard payment process (Travel Orders); ensure rates provided to DISCOVER WEST are competitive with market pricing; a minimum 20% commission level (or as otherwise negotiated for volume business); DISCOVER WEST's standard cancellations policy; DISCOVER WEST always acts as a wholesale agent of the participating operator (service provider or principal) for the purposes of the law of contract. This wholesale programme agreement has precedence over any other agreements or notices issued by the participating operator.

### Participation Process

Once you have registered your products, and your registration has been accepted, a proof of the artwork of your entry will be forwarded to you for your prompt approval. Should there be any errors or material omissions made in the design of your entry, it will be corrected without charge.

The costly process of brochure production begins immediately following registration. In order to guarantee participation, payment of participation fees must be received by DISCOVER WEST prior to 31 March, 2006.

Please note: In order to keep the cost of participation at a minimum for all operators, any tardy payment will result in admin fees and interest charges to be applied to any outstanding participation fees following 31 March, 2006. Any fees still outstanding after 31 March, 2006 will be contra'd against that supplier's account. A \$40 admin fee will be set against that supplier account for each month that it has to be contra'd to recover the payment of participation fees. Interest rates also charged are available upon request.

DISCOVER WEST HOLIDAYS maintains full editorial control and copyright on all material it publishes.

A.C.N. 071 663 262 A.B.N. 84 071 663 262 Licence No. 9TA905

