[**Travel Agency Agreement**](http://www.hotelbze.com)

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| **Asia Expeditions DMC (Myanmar)** | |  | **Hotel Sincere Smile (Yangon)** | |
| **Address:** | House#04, RM (E), 5th Floor Corner of Anawyahtar Road and Lower Pazundaung, Yangon. |  | **Address:** | Mya Yamon Riverbank Esplanade Villa, Nothern Kyeepweryay Qtr. Thingangyun Township, Yangon. |
| **Tel:** | 01-200401 |  | **Tel:** | - |
| **Mobile** | 095062644 |  | **Mobile** | 09422655180, 09422655280 |
| **Contact Person:** | Ma Marlar Aye |  | **Contact Person:** | Tin Tin Aye @ Linda Tun Myint |
| **Position:** | Country Manager |  | **Position:** | Sales & Marketing Manager |
| **Email:** | [phyo@asia-expeditions.com](mailto:phyo@asia-expeditions.com) |  | **Email** | [hotelsinceresmile.ygn@gmail.com](mailto:hotelsinceresmile.ygn@gmail.com) |
| **Website:** | - |  | **Website:** | - |
| **Social Pag:** | - |  | **Social Page** | https://www.facebook.com/hotelsinceresmileyangon/ |

**Contract Validity : 1st May 2018 to 30th April 2019**

**Rate basis : Per room per night**

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| **1st May 2018 to 30th April 2019** | | | | |
| **Room Type** | **Agents' Rate** | **Walk in Rates** | **Extra Bed** | **No. of rooms** |
| **Single/ Twin/ Double** | **Single/ Twin/ Double** |
| **Suite** | 75 $ | 95 $ | - | 2 Rms |
| **Deluxe** | 50 $ | 70 $ | 15 $ | 4 Rms |
| **Superior** | 40 $ | 50 $ | 15 $ | 46 Rms |

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| **Meals Plans** | **Description** | **Adult** |
| Lunch / Dinner | Set Menu (Chinese, Thai, Myanmar) | 17 $ per person (5 person & above) |
| 15 $ per person (10 person & above) |
| 12 $ per person (20 person & above) |
| Buffet (minimum 30 persons) | Lunch | 25 $ net per person |
| Dinner |
| Compulsory Dinners | Christmas Eve Dinner (24th Dec) | $ 35 net |
| New Year Eve Dinner (31st Dec) | $ 35 net |

**Remarks:**

* All above contract rates are including 5 % government tax and 10 % service charges and are non-commissionable.
* All room rates are including Breakfast.
* Hotel holds the right to change the rates within 30-days prior notice.
* Exclude other expenses, such as **Mini-bar usage and damages caused by clients**.

**Benefits & Services include-**

* Swimming Pool
* Complimentary High Speed Wi-Fi Internet Access
* Welcome drink and Cold towels upon arrival.
* Daily replenishment of bottled drinking water – 2 bottles per room every staying day. (0.6 liter)
* Complimentary Tea and coffee making facilities in the room.

1. **Reservation Policy**

* Rate is applicable only upon receiving advance reservation from your office. In case no prior reservation has been made, published rates shall apply.
* All bookings should be made directly with The Floral Breeze Reservations Department by fax or email.
* **Meal plans**, **Arrival and Departure Times, Final Room Lists details and Special instructions**, if any are required, Agent must make **in advance (7) days prior to arrival**. The Hotel reserves the right to release all rooms and refuse to cooperate with the entire request, if this arrangement is not met within the time stated.

1. **Complimentary Terms**

* Maximum one child under 5 years can stay in room occupied by parents and having breakfast free of charge, using existing bed. Extra bed for children is chargeable.
* The maximum occupancy per room is 2 adults or 2 adults and one child under 5 years of age. Children 5 years of age or older will been classified and charged as adults. (An Extra bed with breakfast shall be applied.)

1. **Group Complimentary Policy**

* Accommodation: 1 Single Room may request FOC for the Tour Leader leading 10 full paid rooms with breakfast. Please make an advance booking to receive First come First serve.
* Tour guides are eligible to received 30 % discount of the actual room rate (walk in rate) if they are to stay at the hotel.
* Meal: One free meal for any dinner or lunch reservation of 20 full paid customers and above.

1. **Deposit & Cancellation Policies**

* Deposit 30 % shall be made to the hotel 20 days prior to the arrival date to confirm the bookings for (FITs).
* A minimum of 10 rooms and above, Deposit equivalent of 1st night charge of the entire existing booking shall be made to the hotel 20 days prior to the arrival date to confirm the bookings (GITs)
* Hotel obligate to release the existing bookings if deposit payments are not made or final payments are delayed.
* Cancellation of any booking 10 days prior to the arrival date will be charge 50 %.
* Cancellation of any booking 3 days prior to the arrival date will be charged with full payment.
* No Shows will be charged full payment of entire booking.
* All deposit payments are non-refundable.

1. **Payments Terms**

* Full payments shall be made to the hotel for existing bookings, not later than 7 working days.
* In any case of late payment, agent must make a written letter to the reservation department of the hotel.
* The agent must grantee that all the payments will be making not later than 7 working days from the departure date of the guests.

1. Late payment is subject to 2 % interest charged on a monthly basis for the first 30 days. This late payment penalty will increase to 3% for all outstanding accounts between 30 – 60 days. Please note that this arrangement will be strictly enforced. Travel agencies failing to comply will have their credit facility revoked with all failure booking to be prepaid until credit facility is reinstated.
2. **Amendment**

Notwithstanding anything in this agreement, the hotel may at any time and from time to time amend, vary and/or supplement the terms of the Agreement by giving at least 14 days' written notice to the Wholesaler prior to the date on which such amendment, variation and/or supplement is to take effect and such amendment, variation and/or supplement shall be valid and binding against the Wholesaler.

1. **Transfer of Guest**

The Floral Breeze Hotel finding it unable to accommodate guests with confirmed reservation will undertake to transfer the guest to another hotel and will bear any additional cost incurred due to this transfer. The Floral Breeze will endeavor at all times to accommodate all confirmed guests as soon as become available.

1. **Other Conditions**

* Check-in time is **2:00 pm** and check-out time is **12:00 noon**.
* If early check-in is required, this will need prior arrangements and is subject to availability.
* 3 $ per hour will be charged for late check-out arrangement until **6:00 PM**. After **6:00 PM** check out requirement will incur the full rate for a one-night stay.
* If the event upon unforeseeable circumstances, the hotel reserves the right to adjust the contract room rates, within 30 days in advance prior to the guest check-in date.

The travel agent should return this agreement to the Hotel with an authorized signature on each page in order to honor all the agreed rates and terms. If the travel agent fails to send the acknowledgement copy with acceptance within 30 days of the contract issued date (as stated below) this agreement is no longer valid.

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| Proposed and Signed by | |  | Accepted and signed by | |
| Hotel Sincere Smile (Yangon) | |  | Asia Expeditions DMC (Myanmar) Travels & Tours | |
| For and on behalf of | |  | For and on behalf of | |
|  | |  |  | |
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| Name: | Tin Tin Aye @ Linda Tun Myint |  | Name: |  |
| Title: | Sales & Marketing Manager |  | Title: |  |
| Date: | 29 May 2018 |  | Date: |  |