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Let's plan your perfect vacation!

Welcome to Plan Your Perfect Vacation! This guide provides an overview of all the details of our travel planning process.

We appreciate you taking the time to read this guide, as it allows us to serve all of our clients in the way they deserve and ensure expectations are set prior to embarking on this adventure together!

We're Grateful To Work With You.

We're elated that you're interested in working with us! We value a high-touch, comprehensive travel planning experience that is shaped by your wish list and our expertise, as well as the life-enriching benefits of international travel.

In order for us to meet your needs, we have created a robust suite of service offerings at various pricing levels. Along with that, we adhere to a way of doing business that protects you and your investment as well as our time. Our goal is to create customized experiences for you, and we appreciate your trust in our ability to do so.

We are in the business of redefining what it means to travel, by utilizing our connections and expertise to craft personalized experiences, hand-selecting the perfect accommodations, and providing peace of mind.

Price-matching and competing with online booking engines is not in our business model - we are not order takers or call center employees and you are not a faceless reservation number to us. Your business is personal, and we're honored to be a part of creating lifelong memories.

We ask that you browse this guide to familiarize yourself with our company and the way we work to ensure it will be the best fit. We appreciate your business and look forward to working with you to create your ideal getaway! We know your time and money is valuable, and we don't take that for granted.





OUR *Process*

For the most successful and streamlined experience, here's what you can expect while working with us.

1

INQUIRY

The first step towards creating your dream vacation is to complete our inquiry form. Once we've received your form, we will reach out to schedule your phone consultation call. Only inquiries submitted via our website will be vetted. To reduce the risk of missing an important message, we do not accept inquiries via social media or text message.

2

CONSULTATION

After receiving your inquiry form, we will schedule your complimentary call. During this call, you will select the planning option that best suits your needs and we will review our services. Once the invoice for the selected option is paid, we will begin creating your proposal. During this call you'll want to be prepared to discuss your past travels, what you like to do in your free time, what has made previous trips successful to you and other details that will give me insight into what is unique about you and how you like to travel.

3

RESEARCH & PARTNERSHIP

We'll begin researching to find the best options that match you through partnering with trusted and vetted suppliers that are on location and current with that destination. Even with over 78 countries and all 7 continents traveled, we rely on partnerships to make sure you're getting the most accurate information. We'll combine takeaways from our intake call with our expertise and global connections to create a proposal option for you to review. Timely and thorough feedback is paramount during this phase to secure the components you desire and deserve.

4

ITINERARY PROPOSAL

We'll review the itinerary that includes everything we discussed in the initial consultation for your review and we can continue to fine tune all components based on the level of service selected and book the trip once everything looks perfect.

5

ITINERARY CONFIRMATION

Once you approve your proposal, you will be invoiced for the deposit amount and travel insurance. Deposits and due dates are dependent on the proximity to the trip, as well as the travel supplier that the trip is booked through.

6

TRIP PREPARATION & SUPPORT

We'll be available to help you prepare – whether it is with packing lists, tipping guides, local phrases, we will share key details prior to your departure. You'll always have professional assistance and access to emergency numbers during travel to give you peace of mind that you have someone to reach.



WHAT WE NEED FROM YOU

PREPARATION & COMMUNICATION

Prior to your consultation call, please review your budget, must-haves, ideal dates, and preferred destination. This will allow us to maximize our time and move ahead with planning your getaway! We ask that you keep an eye on your inbox, as this is our primary method of communicating time-sensitive and important details about your trip. We require that all trip communication is kept in writing via email.

CLEAR & TIMELY FEEDBACK

Your feedback is paramount to the planning process, and we encourage honesty! If we're not hitting the mark, we'll make adjustments, but we can only do so with specific, timely, thorough feedback on your proposals. Because each of our itineraries is custom-curated, we take time and care to select properties, routes, and concepts that match your style.

PATIENCE & UNDERSTANDING

Due to the complexities of travel and the custom nature of our itineraries, patience is key! Depending on the complexity and timing of your request, proposals may take up to 2 weeks or longer to create and deliver. In addition, we are not a large corporation hidden behind 1-800 numbers. We are real people balancing our own lives with your dream trip. We appreciate your patience and understanding during our time together.



Communication

To provide the best service to our clients, we operate primarily by email after the first consultation call. We also do not use social media for communication.

PYPV occasionally will be traveling and may email you during odd hours, this does not mean we expect a response at that time, but also it means we are not regularly working outside of business hours, especially when we are back in the US.

All non-emergency calls are scheduled by appointment only.

Client response to emails is critical during the quoting process and throughout our planning relationship. As pricing and availability can change at a moments notice, if you are not in a position to regularly check email communication and participate in the planning process, we ask to start working together when timing will be more advantageous for the best planning experience.

During the quoting phase, if more than 5 days passes without a response to a quote, PYPV reserves the right to stop quoting for lack of response due to quotes expiring. If a trip is not booked within 2 months of payment for the Trip Design & Travel Management fee, a new fee will need to be paid to restart the planning process.

Clients who are in-travel will be given emergency numbers in their final travel documents for support while traveling in destination.

We will always communicate with respect and professionalism and we hope we have a long business relationship. Yelling, profanity, and threats will not be tolerated and business engagement will cease immediately with no refunds.

YOUR

Travel Investment



ACCOMMODATIONS

Please note that we primarily book 4 and 5 star accommodations to ensure a level of quality and service for our clients. Additionally, we require a minimum budget for itineraries based on that level of services.

AIRFARE

In order to allow us to properly service each booking, we offer airfare for a supplemental fee, due to the amount of time to monitor flights. We are happy to consult on routes and dates for you to book on your own. We recommend clients review airfare pricing prior to solidifying your itinerary dates and budget.

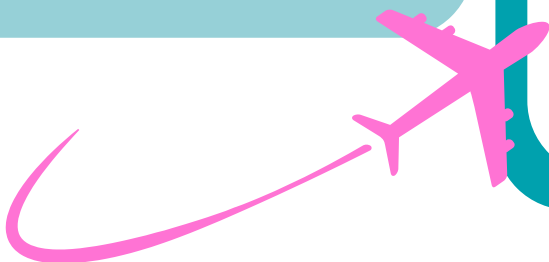
BUDGET

For fully custom itineraries, we require a minimum working budget of \$12,000. For simpler getaways (such as all-inclusive Caribbean or Mexico stays), we require a minimum budget of \$8,000. All fees and budgets are based on 2 people traveling for 7 days, and budgets may need to be adjusted depending on your location, needs and wants. This budget does not take into account incidental spending in destination or additional fees incurred while traveling.

This minimum is in place to maintain the high quality our clients expect, and falls in line with the current average trip cost for the destinations we plan for most often.

This also allows us to work with fewer clients to ensure we can give as much attention to each client as they deserve.

All inquiries regardless of budget are vetted to ensure a good fit, and clients with less than the minimum budget are taken on a case-by-case basis. Budgets are discussed during your intake call to assure your needs and wants align with the amount you wish to spend. We're happy to suggest alternatives if we don't feel confident we can deliver within your budget.





OUR *Planning Options*

ALL SERVICES REQUIRE FULL PAYMENT OF THE TRIP DESIGN & TRAVEL MANAGEMENT FEE AT THE BEGINNING OF THE PLANNING PROCESS. FEES ARE BASED ON 2 TRAVELERS FOR 7 DAYS AND ARE SCALED ACCORDING TO YOUR SPECIFIC INQUIRY. FEES ARE NON-REFUNDABLE AND NON-NEGOTIABLE. ADDITIONAL FEES MAY APPLY FOR RUSH BOOKINGS AND A LA CARTE SERVICES.

WHAT LEVEL OF SERVICE DO YOU PREFER?

EXCLUSIVE

Starting at \$500 per trip

- Complimentary Intake Call (up to 30 min)
- Single or Multi-Leg Itinerary
- 1 Proposal Draft and up to 2 Edits
- Email Proposal Walkthrough
- Daily Itinerary Creation: Tours, Activities, Sightseeing Recommendations
- *Concierge Services: Spa, Dining, Etc. Once Trip is Booked*
- Confirmation & Management of All Travel Components (incl. Lodging & Land/Sea Transportation)
- Destination Entry/Exit Requirement Guidance
- *Optional Pre-Departure Call (Up to 1-hour)*
- *WhatsApp Emergency In-Travel Communication Numbers Provided*

DELUXE

Starting at \$350 per trip

- Complimentary Intake Call (Up To 30 Minutes)
- Single Or Multi-Leg Itinerary
- 1 Proposal Draft and 1 Optional Revision
- Email Proposal Walkthrough
- Daily Itinerary Creation: Tours, Activities, Sightseeing Recommendations
- Confirmation & Management of All Travel Components (incl. Lodging & Land/Sea Transportation)
- Destination Entry/Exit Requirement Guidance
- *Optional Pre-Departure Call (Up To 30 Minutes)*

ESSENTIAL

Starting at \$150 per trip

- Complimentary Intake Call (up to 30 minutes)
- Single Leg Itinerary
- 1 Proposal Draft and 1 Optional Revision
- Confirmation & Management of All Travel Components (incl. Lodging & Land/Sea Transportation)
- Destination Entry/Exit Requirement Guidance
- Wrap-Up Email & Final Documents

A LA CARTE

Available Upon Request

- Airfare Booking: \$250
- Ticketing Fee Tour Add-Ons for Essential Package: \$50 Each
- Concierge Add-Ons for Essential Package: \$50 Each
- Hotel Only Bookings: Select 4 and 5 star options only, \$50 per room
- Travel Consulting: Perfect for self-planners in search of guidance, \$150/hour
- Rush Fees for Trips less than 3 months out: \$250
- Additional Revisions: \$75/each



Frequently Asked Questions

WHAT IS THE BENEFIT OF WORKING WITH A TRAVEL ADVISOR?

Travel advisors still play a crucial role in the travel industry, and their expertise and services continue to be highly valuable to clients. While technology has made it easier for travelers to book certain aspects of their trips online, travel advisors bring first-hand knowledge, a high-touch experience, industry connections around the world, and in-destination support.

HOW ARE YOUR PLANNING FEES CALCULATED?

By charging a planning fee, we can dedicate the necessary time and attention to detail to curate a personalized itinerary tailored to your preferences. Our goal is to save you time, provide you with peace of mind, and ensure a seamless trip from start to finish. Our planning fees are calculated based on the complexity of the trip. This includes the number of legs, number of travelers, number of nights, and vicinity of time to departure.

DO YOU GET BETTER RATES THAN IF I BOOKED MYSELF?

Our goal is to ensure that you have the best experience possible that is perfectly matched to your vision and interests. There are many times that I do have access to negotiated rates, but the real value is in how we can save you time, stress and frustration either prior to traveling or while actually in the destination. If you're looking for a custom-made seamless planning and travel experience, we'd love a chance to show you the difference of working with a travel advisor!

In addition, we have in-country partners that will provide 24/7 assistance and package everything together into a seamless experience. If we were to book all components separately and directly, there would be no assistance available other than on site or via the voucher for services, special requests are typically not honored, and the experience is at risk to not seamlessly come together. We cannot guarantee custom travel pricing will exactly fit into your budget until we begin researching and we will never guarantee to be the lowest price option.



FAQS *Continued*

I LOVE PLANNING! CAN WE STILL WORK TOGETHER?

A lot of the fun is researching and creating anticipation for the destination before traveling. Our goal is to enhance your travel experience and provide you with expert advice, personalized recommendations, and insider knowledge that you may not find on your own. We consider this a collaborative experience, but we are not able to assist with “piece meal” planning where a few land components are booked by the client and others by our agency. We excel in providing seamless experiences that are completely planned through our agency.

WHY DO YOU PROVIDE BUNDLED PACKAGE RATES?

Our focus is on curating comprehensive travel experiences rather than just providing individual component prices. We take a holistic approach to trip planning, considering various factors such as accommodations, transportation, activities, and additional services to create a seamless itinerary tailored to your preferences. By bundling these components together, we can leverage our industry relationships to secure the best overall value for your trip. In addition, our industry partners have proprietary pricing that they negotiate locally on our behalf and are not willing to provide price breakdowns.

DO YOU WORK WITH VRBO AND/OR AIRBNB?

We do not work with properties that are individually managed. We are unable to stand behind the quality of individually owned properties. If you are looking for options with shared space (like a living room), we will work with our partners to find vetted villas, apartments, and/or hotels that meet your needs.

If You Have Any Questions, Please Let Us Know!

We can't wait to work together to create
your perfect getaway.