

Gold Package

30 HOURS PER MONTH



- *RESEARCHING
- *CLIENT SERVICES
- *12-15 AXUS ITINERARIES
- *OUT OF OFFICE SUPPORT
- *COMPLETING CLIENT FORMS
- *TRAVEL INSURANCE QUOTES



- *FLYERS
- *ADMIN TASKS
- *SUPPLIER PAYMENTS
- *BOOKING RESERVATIONS
- *UPDATE CLIENT RESERVATIONS
- *CLIENTBASE (APPROVAL REQUIRED)



PLEASE BE ADVISED THAT ANY UNUSED MONTHLY HOURS WILL NOT BE CARRIED OVER TO THE FOLLOWING MONTH. ANY ADDITIONAL HOURS EXCEEDING THE SAID TIME PERIOD WILL BE CHARGED AT AN HOURLY RATE OF \$50.

[CONTACT FOR MORE INFO](#)