



## Schedule of Professional Service Fees

<b>Service Fees</b>	\$11.00 One-way domestic airfare, rail or bus per person	
	\$33.00 One-way domestic business class airfare per person	
	\$22.00 Return domestic airfare, rail or bus per person	
	\$55.00 Return domestic business class airfare per booking	
<b>Reservation deposit</b>	Required at time of booking and is non-refundable regardless of reason for cancellation (in addition to any Supplier deposits)	
	\$100.00 per person for all domestic bookings	
	\$200.00 per person for all international bookings	
<b>International travel essentials</b>	\$60.00 Application processing for passport/visa per person (any consulate, courier or bank fees are in addition to this fee and will be confirmed to you upon application)	
	\$150.00 Application processing for passport/visa per person for non Top Deck Travel customers (any consulate, courier or bank fees are in addition to this fee and will be confirmed to you upon application)	
	\$30.00 Application processing for electronic visa per person per visa	
	\$50.00 Application processing for electronic visa per person per visa for non Top Deck Travel customers	
<b>Additional services</b>	\$110.00 Provide essential information necessary for insurance claims when the insurance policy was not issued by Top Deck Travel	
<b>Amendment fees</b>	Any changes made after the reservation is confirmed (in addition to Supplier amendment fees)	
	\$25.00 Domestic amendment per booking	
	\$55.00 International amendment per booking	
<b>Cancellation fees</b>	For cancellations made to a deposited booking, regardless of reason for cancellation (in addition to Supplier-imposed fees)	
	Top Deck Travel will retain the reservation deposit and 10% of travel costs paid	
<b>Credit card fees</b>	1.2% for Visa	1.8% for American Express
	1.2% for Mastercard	2.5% for Diners Club

Fees are inclusive of GST where applicable.

260 The Parade Norwood SA 5067  
 (08) 8332 8899 | norwood@topdecktravel.com.au  
 www.topdecktravel.com.au | ATAS No. A14275

