

## Small Group Adventures – Commission Bookings

Our [standard terms and conditions](#) apply for all bookings made on to our small group fixed date trips. Regarding commission payments:

- If payment is received from the agent, any commission will be applied as a discount on the final balance payment.
- If payment is made using a client's credit card, the commission is paid after travel and on receipt of an invoice from the agent.

## Private Travel

The terms of this document represent exceptions to our [standard terms and conditions](#). Any items not explicitly mentioned in this document are deemed to be covered by our standard terms and conditions.

## Pricing Structure

Unless agreed at the time of the initial enquiry, Wilderness Scotland & Wilderness England will quote all proposals as NET rates in GBP. Wilderness Ireland will quote all proposals as NET rates in EUR. These rates are not commissionable, and it is the agent's responsibility to mark up any pricing with their own margin as required. All payments must be made directly by the agent using this pricing structure.

If any payment is to be made using the client's credit card, this must be stated at the initial enquiry. We will then agree on the sell price, which includes an agreed commission level for the agent. In this instance, the commission is paid after travel, on receipt of an invoice from the agent. Please see the cancellation terms below in relation to the commission being paid on cancelled bookings.

## Payment Terms

Unless previously agreed in writing, the following payment terms apply:

- To confirm the booking of a private trip, we require a deposit of 20%. Note that a higher deposit may be required on some itineraries due to supplier requirements - we will advise on this during the itinerary creation process.
- No services, including accommodation, will be held until we have received the deposit.
- Balance payments are due 60 days prior to the trip start date. Payment is required by bank transfer unless agreed otherwise prior to confirmation.
- A 3% fee will be charged on any credit card payments from a business credit card.

All payments must be made in the currency they are quoted in. The currency is generally GBP for quotes by Wilderness Scotland and Wilderness England or EUR for Wilderness Ireland.

## Traveller Information

All requested traveller information, rooming allocations, and arrival / departure information must be provided to us at least ten weeks prior to the trip start date. We understand that travel plans may not be confirmed or may change, and we will work with you when this happens. However, if we do not receive the information in a timely manner, this can have a detrimental impact on the service we can provide to your clients.

## Trip Documentation

Final trip documentation will only be sent to our agent partner once the final balance payment has been received and we have received all requested traveller information, including rooming allocation and arrival / departure details.

## Date Changes or Postponed Trips

The following terms will apply if clients wish to change the dates of their trip after booking:

- If, after a booking is confirmed, a client wants to change the dates of their trip, the agent must inform us of this request more than 106 days prior to the trip start date. Once the trip is confirmed, there will be a £250 / €300 admin fee for all date changes.
- Alternative dates for travel should be provided as soon as possible. Note that alternative dates are subject to availability.
- Pricing may vary for alternative dates.
- Requests to change dates less than 106 days before travel may be treated as a cancellation of the trip (see details below).

## Cancellation Fees and On Trip Changes

Unless previously agreed in writing, the following terms apply if our agent partner cancels a trip:

- If the trip is cancelled more than 106 days prior to the start of the trip, a cancellation fee of £500 (or €600 for trips booked with Wilderness Ireland) will be charged in all cases. The remainder of the deposit is refundable, minus any irrecoverable costs for non-refundable items already booked and paid for.
- Between 105 and 90 days, the Partner will be charged an amount equal to the deposit paid.
- Between 89 and 61 days, the Partner will be charged 35% of the holiday cost.
- Between 60 and 46 days, the Partner will be charged 70% of the holiday cost.
- 45 days or less before the trip start date, the Partner will be charged 100% of the holiday cost.

In the case of commissionable rates:

- More than 106 days prior to the start of the trip, no commission will be paid.
- Between 105 and 46 days, the same percentage of commission as the cancellation fee will be added before any payment is requested.
- 45 days or less before the trip start date, the agent partner will be paid 100% of the commission due.

In the case of on trip changes, if changes are made to the trip whilst it is out in the field, there will be a £250/€300 admin fee on top of any cost incurred due to the changes being made.

Note that deposit and balance terms may vary in some situations based on supplier terms. We will advise of any significant changes during the enquiry process. If we cancel a trip, a full refund will be provided.