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Booking with Viator's Travel Agent Program





A TripAdvisor® Company

acquired by TripAdvisor in 2014 140,000+ Experiences



Travel Agent Program

Allows travel agents to book products on an exclusive version of <u>Viator</u> – designed specifically for agents booking on behalf of their clients. Agents earn 8% commission from each completed booking made with their registered email address.



Customize your Travel Agent Profile

Travel Agents Interview Agents	Log in > click your name in the top right
Agent Johnny (account created: 07/21/2016) Specialties Agent details Payment details	corner > click "Manage Account"Enter your favorite destinations, top
Destinations Edit Caribbean ✓ Hawaii ✓ Orlando ✓ New Zealand ✓	activity specializations, and languagesThis information will soon be used to
Travel interests and languages TOUR CATEGORIES Select the type(s) of trips or experiences you specialize in or want to know more about.	create your personalized home page!
Active & outdoors Guided tours Seasonal holiday travel Brittany Schmitke (account Attraction tickets Helicopter & balloon flights Shopping & fashion Specialities Agent Details Cruises & boat tours Kid-friendly Shore excursions Specialities Agent Details Cultural & historical Lessons & classes Theater & live events Destinations	created: 15/04/2018)
□ Day trips □ Luxury travel □ Treme parks □ Food & nightlife □ Multi-day tours □ Transfers & transportation □ LANGUAGES □ Travel interests and languages	Boston ✓ Edit
Select the language(s) that your clients speak. TRAVEL INTERESTS English Dutch Japanese Arabic French Korean Chinese German Norwegian Danish Italian Portuguese	asonal Tours,Sightseeing Tickets & Passes,Shows, Concerts & Sports,Tours & Sightseeing,Theme Parks

Tripadvisor[®] Experiences

Booking & Commission Reports!

Log in to your in your Travel Agent Program dashboard to:

- Check on upcoming bookings
- Track future commission payments
- Review past/cancelled bookings
- Export information in an Excel file

View our help article <u>here</u> for additional information!

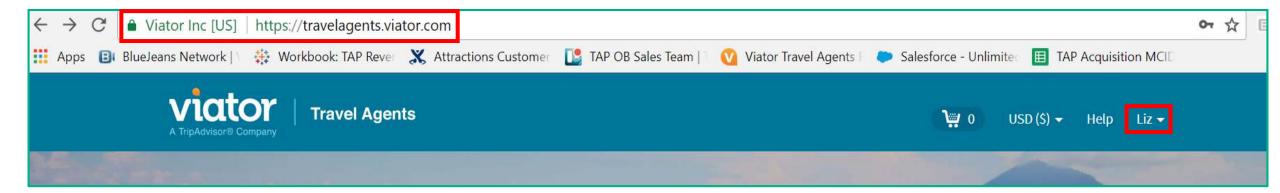
Bookings &	Commissions				
Commission Rep	orts				
Select month	V Download				
Have questions about co	mmission?				
Your Bookings					
Future Bookings	Past & Canceled Book	ings			Download All
1-10 of 50 bookings					
CLIENT NAME	TRAVEL DATE	AGENT NAME	BOOKING REF #	BOOKING TOTAL	COMMISSION
Powell, Jennifer	Jun 10, 2017	Rinis, Mike	BR-059493839	Declined by operator	N/A
Price, Sarah	May 30, 2017	Rinis, Mike	BR-029488438	\$0	\$0
Rogers, Kenny	Sep 31, 2017	Ravi, Santa	BR-482728383	Canceled	N/A
Ross, Bill	Oct 12, 2017	Ravi, Santa	BR-585827284	\$67.95	\$5.44
Taylor, Liv	Sep 13, 2017	Phillips, Herald	BR-040595383	\$44.55	\$3.56
Thomas, Jeff	Jun 10, 2017	Rinis, Mike	BR-828272759	\$120.04	\$9.60
Walker, Dave	May 30, 2017	Rinis, Mike	BR-000382827	\$310.40	\$24.83
Wang, Lin	Sep 31, 2017	Ravi, Santa	BR-024857272	\$96.66	\$7.73
Wood, Penny	Oct 12, 2017	Ravi, Santa	BR-003939282	\$67.95	\$5.44
Young, Chris	Sep 13, 2017	Phillips, Herald	BR-019838388	Canceled	N/A

Making an Online Booking with TAP



Booking on the Travel Agent Program

- Log in to <u>https://travelagents.viator.com</u>
- Once logged in, you will see your name at the top of the page
- From here, you can search for products to book for your clients

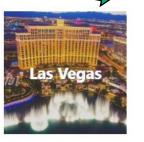




Access The Industry's Leading Tour Site

Quick links to popular destination pages

From Cancun to New York to Dubai, Viator has it all: skip-the-line passes, VIP tours, must-see attraction tickets, and off-the-beaten-path experiences. There's no better place to book when you're crafting the perfect vacation for your clients.











Search by destination or keyword in the search module

Search by destination or category...



Home / France / Île-de-France / Paris

from

Duration: 1 hour

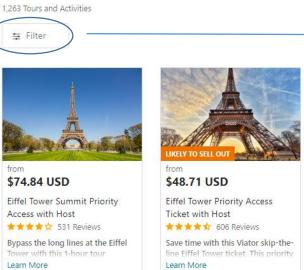
from

All Tours

Air, Helicopter & Balloon Tours Classes & Workshops Cruises, Sailing & Water Tours Cultural & Theme Tours Day Trips & Excursions Food, Wine & Nightlife Holiday & Seasonal Tours Kid Friendly Luxury & Special Occasions Multi-day & Extended Tours Outdoor Activities Private & Custom Tours Shopping & Fashion Shows, Concerts & Sports Sightseeing Tickets & Passes Theme Parks Tours & Sightseeing Transfers & Ground Transport Viator VIP & Exclusive Tours Walking & Biking Tours

Attractions

All Attractions Paris Catacombs (Les Catacombes) Moulin Rouge Louvre



Duration: 1 hour

Paris Tours, Tickets, Activities & Things To Do



Moulin Rouge Show Paris ***** 3,222 Reviews Feast your senses on the vibrant color and charisma of the 'Féerie Learn More

\$103.35 USD



Discover France's exquisite Champagne country on this 10.5-Learn More



\$95.03 USD

Eiffel Tower Skip-the-Line Ticket with Summit Entrance **** * * 3 Reviews Reach the heights of Paris's most Learn More

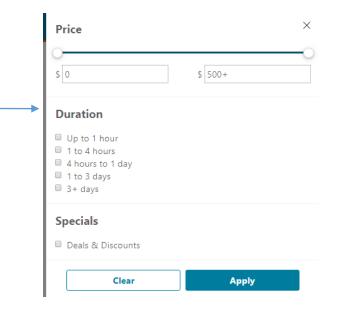
Duration: 2 hours 30 minutes



from \$38.49 USD

Big Bus Paris Hop-On Hop-Off Tour ***** 887 Reviews

Make sightseeing in the French capital easy with a Big Bus tour of Learn More



- Far left column: Category breakdown by destination (Outdoor Activities, Theme Parks, etc.)
- Middle: Top attractions and points of interest
- Filter: Choose price/duration options to find products that better suit your client's needs!

Review product details ...



New York City Things to do All things to do... Air, Helicopter & Balloon Tours Air Tours

Helicopter Tours

Classes & Workshops Cruises, Sailing & Water Tours Cultural & Theme Tours Day Trips & Excursions Food, Wine & Nightlife Holiday & Seasonal Tours Kid Friendly Luxury & Special Occasions Multi-day & Extended Tours Outdoor Activities Private & Custom Tours Take to the Manhattan skies for an exciting helicopter tour of New York Cityl Enjoy spectacular aerial views of Manhattan on this memorable 12-15-minute helicopter flight that takes you past the Statue of Liberty, New York's financial district of Wall Street and the humbling sight of Ground Zero. Catch a glimpse of the magnificent Empire State Building and historic Ellis Island for a truly birds-eye view of New York City!

Highlights

- Scenic helicopter flight
- Enjoy fantastic aerial views
- Perfect introduction for first-time visitors

On this New York helicopter flight you will take off from Manhattan's Downtown Heliport and soar into the skies for fantastic photo opportunities of Governor's Island, the Statue of Liberty, New York Harbor and Ground Zero. Upon reaching the World War II aircraft carrier museum, the USS Intrepid, your flight Each individual product display page contains:

- Price and Availability
- Activity Details
- Departure + Return Logistics
- User **Reviews**
- Traveler Photos
- Inclusions / Exclusions
- Cancellation Policy
- Other important details

Finalize the itinerary...

		https://travelagents.viator.com/cart/checkd	out				ד0
	Shopping Cart JUL Mt Fuji, Lake Ashi and Bullet Train Day Trip	from Tokvo ×	Cart Total:	\$157.09 USD No additional taxes & fees	eedback 🔳 We	elcome Calls 🗉 Re-Engagement 🔳	Features? 💟 Partner Adı
	03 2018 Ikebukuro Pickup + Lunch Electronic or paper voucher only 1 Adult × \$157.09 USD	\$157.09 USD				Mt Fuji, Lake Ashi and Bullet Train Day Trip from Tokyo Ikebukuro Pickup + Lunch	\$157.09 USD
Re	eady to check out?	JUL Eiffel Tower Priorit 04 1:45pm Priority Entry	y Access Ticket wi	ith Host	1 Adult Eiffel Tower Priority Access Ticket with Host 1:45pm Priority Entry		\$48.75 USD
0	, Review all products Enter traveler information for	Lead Traveler (Adult) First Name	Last Na	me		1 Adult Skip the Line: Louvre Museum Walking Tour including Venus de Milo	\$204.53 USD
0	each activity on the itinerary Add additional notes for the	Additional Information			and Mona Lisa Morning Tour in English 2 Adults, 1 Child		
	supplier with pertinent client requirements	Tour/Activity Language Please select			\$	Total:	\$410.37 USD
		Special Requirements Add an optional note for the tour	provider			Having trouble bookin Call (888) 651-9785	ng online?

Confirm the booking!

By tapping below and placing an order, I agree that I have read and agree to be bound by Viator's Terms and Conditions and Privacy Policy.
Book Now

IMPORTANT! If you do not log in, be sure to enter the <u>same email you used to register your</u>

<u>TAP account</u> under "Agent Email" to tie the booking your account and receive commission

Travel Agent Details			Use the email address you used to	
	First name	Last name	sign up for your Travel Agent account in order to earn	
* Agent Name			commissions on this sale.	
* Agent Email			If you have not signed up for a Travel Agent account yet, you will	
* Email delivery options	Please select	receive an email with instructions on how to register to earn		
* Payment currency	Please select	•	commissions on this sale.	
	You can only select this currenc selected based on your account	y once. After chosen, it will automatically be 's email address.	Read our FAQs to learn more.	
Save My Details				

Frequently Asked Questions



Costs and Commissions

- How much will I earn in commission?
 - You earn 8% commission on all completed tours and activities you book online or over the phone with your registered email on Viator's Travel Agent Program.
- When do I receive my commission?
 - Commission is disbursed to your agency the month after a booking has been completed.

- Can you support booking payments in different currencies?
 - Yes! The program currently supports reservations in 16 different currencies, such as USD, CAD, GBP, EUR, AUD, and more.
- Does it cost anything to use the program?
 - No! There is no cost to use the program and there is no minimum usage requirement to maintain access to the site.

Products and Pricing

- What information about the products can I find on the site?
 - Each individual product page contains the price, availability, photos, reviews, cancellation policy, and more!
- Does Viator offer real time availability?
 - Yes! 80% of the products are available to book same day (subject to availability).

- Does Viator offer the best prices?
 - Yes! All products have a low price guarantee with no hidden fees.
- What if my client needs to cancel their booking?
 - Over 80% of Viator's products can be cancelled for a full refund up to 24 hours before the travel date with the help of our Customer Support team.

Travel Agent Resource Center

https://agentcenter.viator.com

- **Product Information:** Need more details on skip-the-line tickets? Looking for a list of top activities in Rome? Want to see a video of a tour before you book? It's all here.
- **Training Resources:** Get helpful tips to increase sales and improve your business using Viator's Travel Agent Program.
- **Travel Guides:** Keep your destination knowledge fresh with insider tips and blog posts about cities and regions around the world.



Guide I Left My <3 in San Francisco San Francisco is one o...

San Francisco City

Commission and Payments – Everything You Need to Know!

Now that you're set up and earning commission on ...

Customer Support Contacts

24/7 support via EMAIL

- Booking related issues/questions <u>support@viator.com</u>
- Log in, registration, or commission questions travelagents@viator.com

24/7 support via PHONE: 866-648-5873

- Extension 1 for "new booking" > extension 1 again for "travel agent"
- Extension 2 for "existing reservation" > extension 1 to "edit reservation"
 - Be sure to have the booking reference (BR-) number available when calling to edit/cancel



Join Our Community!





Tripadvisor®

know better book better go better