

Cultivating Connections  
TRAVEL PLANNERS

Traveler

Welcome

DOCUMENT



Welcome, and thank you for trusting me with planning your next passion-filled journey!

CCTP is a community of travelers who all have the same goal: To enjoy travel, celebrate milestones, explore new destinations, and have incredible bucket list experiences at some of the most amazing destinations in the world, all while building strong bonds with friends new and old who really “get it”. Cultivating connections to the passions - and people - that matter most to you is my specialty!

I help people like you with inspired personalized travel planning, and create individual and group travel opportunities for wine, whisk(e)y or cigar lovers, foodies, golfers, girls trips, book clubs, yoga retreats and other affinity groups.

I love helping people take their travel dreams out of their heads and into reality.

Share the Journey!

*Erin*

get to know **ERIN**





**Join me as I share some**  
*details & fun facts*  
**get to know me!**

**01**

**I'm a certified yoga instructor and love to unwind with some Downward Dog (when I can find the time!)**

**02**

**I grew up in a tiny town in Hawaii, and I now live in a small town in Oklahoma—so I know how important it is to travel beyond your own borders!**

**03**

**When I'm not planning travel, you can find me enjoying a bottle (or two) of red wine with my husband or cheering on my son at his baseball games.**

**04**

**My most recent favorite destination? New Orleans (the ghost tour won me over). On my bucket list? Russia and Germany.**

**05**

**Besides my travel business, my other two “babies” are my Rhodesian Ridgebacks, Mila and Rory—and I still consider my 6’4” son my “baby” as well!**



*planning* **PROCESS**



## CONNECT

We will **uncover your vision** for the perfect trip!

- › Complete Plan Your Trip Form
- › Schedule Consult Call/Meeting
- › Receive Planning Guide



Sign Agreement

Pay Retainer Fee



## CREATE

We will **work hand-in-hand** to develop an itinerary perfectly tailored for YOU!

- Proposal
- Refine
- Perfection!  
Itinerary Approval

- › Receive Welcome Guide
- › Secure Spot on Calendar



## PREPARE

Your reservations are finalized, but I **will remain engaged with you** and our travel partners.

- › Deposit Paid
- › Elements of Journey Booked
- › Travel Insurance Quote
- › Final Payment

Travel Documents  
Delivered

Available for any  
Questions or Concerns!



## EXPERIENCE

**Bon Voyage!** Discover the CCTP difference while traveling!

- › Direct Access to Me
- › During Your Trip
- › Share With Our  
Community



## FOLLOW UP

**Welcome Home!** We will relive the magic of your journey together through a post-trip

- › Virtuoso Review
- › Testimonial
- › Let's Start Talking About  
Your Next Adventure!

**My role is to become your trusted advisor for your most treasured resource - *your time away!***

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TRAVEL PLANNERS



# Expectations

## COMMUNICATION

The best way to reach me? **EMAIL!**

[erin@cultivatingconnectionstravelplanners.com](mailto:erin@cultivatingconnectionstravelplanners.com)

Expect to hear from me a LOT during the planning process and when we are fine-tuning your itinerary.

I will send a reminder if a payment is due.

Expect that I will deliver your travel documents in person or via "snail" mail if out of my immediate area approximately two weeks prior to travel.

Upon your return, I will reach out once more to review your experience.

### WHEN MIGHT I GO QUIET?

I will be less likely to contact you during Thanksgiving, Christmas, New Years and Easter to spend time with my family, however if you are traveling, I will absolutely make myself available. When I am traveling, I will let you know ahead of time what the arrangements will be.

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[www.CultivatingConnectionsTravelPlanners.com](http://www.CultivatingConnectionsTravelPlanners.com)



*questions* & ANSWERS





**Q: Why should I hire a travel advisor, when I can book everything online?**

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**A: Because booking online is risky—and your vacation is too important to risk!**

Often, if you book your hotel room through an online booking engine, what you see is NOT what you get. Hotels might put you in the least desirable room, like the noisy one near the elevator, or the room with “a view” ... that looks out over a parking lot. And if something derails your vacation—like a canceled flight—it can be nearly impossible to talk to a real, live human to help you out if you’ve booked online. Working with a travel advisor solves all of that, because our relationships with our travel suppliers net our clients better service and spectacular experiences. And you’ll always receive the human touch when you work with your travel advisor.

**Q: Why should I hire YOU as my travel advisor?**

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**A: Because I specialize in planning group travel, where the logistics can get complicated fast. If you’re yearning for an escape with your family, your friends, or your club’s members, let me take care of coordinating all of the travel details for you. That way, you can simply enjoy your time together, without the worry!**

**Q: What is travel insurance, and do I really need it?**

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**A: I highly recommend travel insurance to all of my clients. Travel insurance will assist you if you have to cancel for a covered reason, experience an injury, sickness or death in the family, lost baggage, travel delays and trip interruption. Having travel insurance helps protect your financial investment—and picks up where your regular medical insurance leaves off. Did you also know that most medical insurance policies in the U.S. only cover you for medical emergencies in the contiguous 48 states? Travel insurance will protect you if you are injured while outside of the country. It’s worth it for the peace of mind alone. If we work together on your group journey, I will recommend a travel insurance that best fits your needs.**

**Q: Will I need a passport or a visa to visit another country?**

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**A: Most likely, yes. Passports are required for travel to most countries outside the United States, and they must be valid for at least 6 months from your last date of travel or you will be denied boarding your flight. Some countries also require a Tourist Visa. If you are traveling to a country that requires a one, no worries, I’m here to help you through the visa process!**





Office hours are held: 1pm-5pm Mondays, 9am-11am, 1pm-5pm Tuesday-Fridays CST

**Q: What is your cancellation policy?**

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**A:** I charge a non-refundable retainer fee to cover my time researching and designing your custom group journey. You may also incur a cancellation fee from any of the components of a typical vacation as well, like your flight or hotel, and there may be a fee associated with changing or altering a reservation. If you're concerned about cancellation fees, I highly recommend you invest in travel insurance (as mentioned above).

**Q: Do you book airline tickets?**

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**A:** Yes; my planning fee covers booking your flights.

**Q: Can I use my reward miles or points on my Cultivating Connections travel?**

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**A:** I'm unable to use your points for booking. However, most airlines and hotel will allow rewards to be added after travel, so you will be responsible for following up.

**Q: When will I receive my travel documents from Cultivating Connections?**

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**A:** Typically, you'll receive all of your travel documents from me two weeks before your departure. We will meet (either in person or over the phone) and go over all your documentation, and I will answer any final questions you have.

**Any additional questions, you can email them directly to:  
[erin@cultivatingconnectionstravelplanners.com](mailto:erin@cultivatingconnectionstravelplanners.com)**



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