



Schedule of Professional Service Fees

Service Fees	\$30.00 One-way domestic airfare per sector, rail or bus per person	
	\$22.00 Return rail or bus per person	
	10% of airfare per domestic business class airfare	
	From \$55.00 Domestic package, tour or cruise per booking	
	From \$65.00 International package, tours or cruise per booking	
	\$33.00 Other Services	
Reservation deposit	\$55.00 - \$250.00 Itinerary planning per booking (credited towards reservation deposit once booked)	
	Required at time of booking and is non-refundable regardless of reason for cancellation (in addition to any Supplier deposits)	
	\$55.00 per booking for all domestic package bookings \$100.00 per booking for all international package bookings	
International travel essentials	\$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)	
	\$100.00 Application processing for passport/visa per person for non Bay Travel & Cruise 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 Bay Travel & Cruise customers	
	\$25.00 Cash/Cash Passports or Foreign Currency Draft per transaction	
Frequent flyer redemptions	\$110.00 Redeem and book frequent flyer airfare per redemption	
Additional services	\$110.00 Provide essential information necessary for insurance claims when the insurance policy was not issued by Bay Travel & Cruise	
	\$55.00 Bookings made with overseas or online Supplier per person	
	\$50.00 Late bookings made within seven days of departure per booking	
	\$20.00 Essential international phone calls and taxes per instance	
Amendment fees	Any changes made after the reservation is confirmed (in addition to Supplier amendment fees)	
	\$10.00 Coach or rail amendment per booking	
	\$25.00 Domestic amendment per booking	
	\$55.00 International amendment per booking	
Cancellation fees	For cancellations made to a deposited booking, regardless of reason for cancellation (in addition to Supplier-imposed fees)	
	Bay Travel & Cruise will retain the reservation deposit and 10% of travel costs paid	
Credit card fees	1.5% for Visa	2.0% for American Express
	1.5% for Mastercard	3.0% for international cards issued outside Australia

Effective 01 November 2021. Fees are inclusive of GST where applicable.

338 Balcombe Road Beaumaris VIC 3193
(03) 9585 5855 | info@baytrav.com.au
www.baytrav.com.au | ATAS No. A10621

