

275 Madison Avenue New York City, NY 10016 Phone: 212.843.2900 www.classictravel.com/Lance Lance@classictravel.com

# **Classic Travel Hotel Application For Approval**

## HOTEL INFORMATION

Name of Hotel
Name of Hotel Group/Brand
Hotel Address
Hotel Address 2
City
State/ Province (US)
Region (Outside US)
Postal Code
Country
Phone Number
Fax Number
Website URL



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## **CONTACT INFORMATION**

General Manager's Full Name

General Manager's email

Sales/Marketing Director's Full Name

Sales/Marketing Director's email

Accounting Director's Full Name

Accounting Director's email

Reservation Director's Full Name

Reservation Director's email

Concierge's Full Name

Concierge's email

Other Contact's Full Name

Other Contact's email



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## PROPERTY INFORMATION

Total Number of Rooms

Primary Currency

Maximum Room Price (rack rate, Primary Currency)

Minimum Room Price (rack rate, Primary Currency)

Pegasus Chain Code

Pegasus Hotel Code

Please List Your Affiliates if Applicable

## **AIRPORT INFORMATION**

Name of Nearest Airport

Driving Time to Closest Airport, and Driving Distance

Available Transportation Options from Airport to Hotel



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## **APPLICATION FEE**

There is a one-time, non-refundable administrative fee of US\$250.00 for the hotel applications to be reviewed by Classic Travel. This is a one-time fee that is not refundable, regardless of the selection panel's decision. The fee will be charged on the credit card provided. Your card will be charged only once - for the UDS\$250.00 application fee. Once a hotel is selected, there are no fees for membership.

C Credit Card Payment

Name on the Card

Card Associated Address

Card Associated Address (2)

<u>City</u>

State/ Province (US)

OR

Region (Outside US)

Postal Code

<u>Country</u>

Credit Card Type

Credit Card Number

Credit Card Expiration

<u>CVV Number</u>



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If you are not able to pay by credit card, you can also pay by wire transfer or US dollar check. **Please note, your application will not be complete and will not be processed until the payment has been received.** For wire transfers, please use the following bank details:

WIRE TRANSFER TO OUR BANCK ACCOUNT IN US DOLLARS:

### Classic Travel Service Inc.

Wire Transfer Instructions

Bank Name	:	JPMorgan Chase Bank
ABA #	:	021000021
Swift Code	:	CHASUS33
Beneficiary	:	Classic Travel Service
Account #	:	111053277
Reference	:	Property Name

YOU MUST INCLUDE THE HOTEL'S NAME IN THE WIRE TRANSFER (in either the "reference," "special instructions" or "other" sections of the wire transfer. Please note the hotel is responsible for wire transfer fees.

Checks must be in US Dollars. Checks must be made out to "Classic Travel Service"

## Please indicate the type of payment;

Check Payment

○ Wire Transfer Payment

Enter check number or wire confirmation number.

Please send 15 - 20 large format, high resolution photos to ensure the timely review of your hotel application to NAME@classictravel.com. Please include pictures of the hotel's interiors, exteriors, common spaces and guestrooms.



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## **HOTEL APPLICATION TERMS & CONDITIONS**

The Application ("Application") by a hotel property (the "Hotel") to be featured as one of the hotel selections of ClassicTravel.com is subject to review by Classic Travel Service, Inc. (" Classic Travel," "we," or "us") and the following Terms and Conditions:

#### **REVIEW PROCESS**

Each Application is individual, for only one hotel property. No group or chain Application is accepted.

Classic Travel Service, Inc. reviews each Application carefully. However, it is Hotel's responsibility to provide us with all documents and access to your high-resolution photography library, required to complete the Application review.

No complimentary stay in Hotel is required or accepted by Classic Travel Service, Inc. prior to selection. Prior to our decision on the property's selection for Classic Travel's website, any stay at your property by a correspondent or an employee of Classic Travel Service, Inc. will be anonymous and paying.

Classic Travel Service, Inc. will advise Hotel of its selection decision within two (2) weeks of Hotel's Application. We, at Classic Travel Service, Inc. value uniqueness and personality as important criteria for selection. However, We make our selection based on sole discretion. Classic Travel's decision cannot be negotiated or contested. If Hotel is not accepted, and upon request by Hotel, feedback will be provided as to which was the main area where Hotel did not fit our criteria for selection.

Classic Travel's selection decision is time stamped. We may reconsider our decision over time if Hotel undergoes substantial changes in areas which affected Classic Travel's prior decision.

#### **ADMINISTRATIVE FEE**

There is a one-time, non-refundable charge of US\$250.00 for administrative fees for the Application to be reviewed by Classic Travel Service, Inc. The one-time fee for the Application will be billed to the credit card provided by Hotel during the Application process; Please note that it is not refundable, regardless of our selection decision of the Application.

In the event that Classic Travel's selection decision is positive, there will be no additional charge to Hotel related to the Application and its acceptance by Classic Travel Service, Inc.

Upon acceptance:

(i) Hotel will make commercially reasonable room inventory available for sale on Classic Travel's website at rates commissionable at 15% for Classic Travel.

(ii) Hotel agrees that under no circumstance, will rates be available on any other website which are lower than the rates published on Classic Travel's site.

(iii) Failure by Hotel to pay commissions promptly or to comply with (i) and (ii) will be cause for suspension from Classic Travel's website until such failure is resolved.

(iv) Hotel agrees to award Classic Travel Service, Inc. with two (2) complimentary nights per year, which will be used for marketing or PR purposes.

#### GOVERNING LAWS

Except as otherwise set forth herein, the Application is governed by the laws of the State of New York, USA. Hotel agrees to also be bound to the terms and conditions of use of Classic Travel's website which can be found at <a href="http://www.classictravel.com/Terms">http://www.classictravel.com/Terms</a>.

#### CHANGES TO THE TERMS OF USE

These Terms of Use were revised and osted on May, 2011. Classic Travel reserves the right to change, modify, or amend any or all of these Terms of Use at any time. Classic Travel will occasionally update these Terms of Use and will immediately inform you those updates. Should you have a dispute regarding this policy, we will attempt resolve it and take any remedial action as we reasonably determine in our discretion and in accordance with applicable laws.