



Team Discount Policy & Booking Procedure

Experience Co encourages team members to travel and experience our tours and products by offering discounted tours to you and your family as a benefit for being part of the Experience Co family.

Discounted rates are available to employees, their partner/spouse, child and parents.

Travel companion applies to all other family and friends. Staff member must travel (Skydiving is excluded).

Reservation Procedure:

1. Complete Staff Travel Request form – form attached, page 4.
2. Obtain approval from your manager – they must sign the form.
3. Staff member wishing to travel is required to email the approved Staff Travel Request form direct to the relevant reservations department (details on next page). Please include the name of the tour/experience/activity in the subject line of the email.
4. Booking is not complete until confirmation has been issued and payment has been made.
5. It is recommended that bookings be made in advance (at least 3 days where possible for marine and Daintree Tours). Requests and approval for travel on Saturday, Sunday or Monday must be completed and processed by the Thursday prior to travel.

Additional Information:

- Always remember on the day of travel, our customers are given priority and it is expected that you treat our customers and staff courteously and with respect. Any behaviour contrary to this may result in disciplinary action.
- For North Queensland experiences only: A 50% discount for optional tours and/or activities (eg. diving, glass bottom boat tours, guided snorkels, etc) is extended to travel companions and extended family (standby basis only). These activities are to be booked on the day of travel – subject to availability.
- For North Queensland experiences only: If for any reason the tour you are scheduled to travel on books to capacity after you have called to confirm your booking, staff bookings will be the first to be bumped. **This may occur on the day of travel.**
- Any bookings cancelled by Reservations will be fully refunded to the staff member. No shows on the day will not be refunded.
- If you show up on the day without a booking, your tour or experience may not be approved.

Australia & New Zealand Products & Staff Rates – valid for travel until 30th June 2022

Reef Magic	
New pontoon	\$15.00
Diving (introductory or certified)	\$10.00 per dive
Coral Gardens/Snorkel Safari Tours	\$5.00
Helmet Diving	\$10.00
Friends & travel companions	50% off
Big Cat Green Island Cruises	
Green Island Full or Half Day <i>(inc. snorkel hire, glass bottom boat & lunch. Semi-sub subject to availability)</i>	\$15.00
Snorkel Experience/Safari Tours	\$5.00
Friends & travel companions	50% off
Fitzroy Island Adventures	
Fitzroy Island Full or Half Day – transfer only <i>(does not include lunch)</i>	\$15.00
Snorkel Experience/Safari Tours	\$5.00
Friends & travel companions	50% off
Dreamtime Dive & Snorkel	
Standard Day – snorkel only	\$15.00
Diving (introductory or certified)	\$10.00 per dive
Friends & travel companions	50% off
Calypso Reef Cruises	
Calypso Snorkel & Dive	\$15.00
Diving (introductory or certified)	\$10.00 per dive
Calypso Low Isles Half Day Tour (AM or PM)	\$10.00
Friends & travel companions	50% off
Daintree Tours	
Daintree Rainforest & Mossman Gorge Tour <i>(subject to availability)</i>	\$55.00
Friends & travel companions	50% off
Whale Watching Tours	
Whale watching + Half Day or Full Day at Fitzroy Island	\$15.00
Friends & travel companions	50% off

Skydive NZ and Australia – all locations	
15,000ft jump – all locations	\$150.00
Family, friends, travel companions	25% off
Wild Bush Luxury - Arkaba	
Homestead – room rate only	50% off
Walk <i>(excludes packages)</i>	50% off
Spouses, children & parents	50% off
Wild Bush Luxury – Bamurru Plains	
Accommodation – room rate only	50% off
Experiences <i>(excludes packages)</i>	50% off
Spouses, children & parents	50% off
Maria Island Walk	
4 Day Walk – all inclusive	50% off
Spouses, children & parents	50% off
Treetops Adventure – 13 parks	
All Parks	\$20
Friends & travel companions	25% off

Terms & Conditions:

- North Queensland Experiences & Skydive staff rates can be booked up to 3 days in advance. If you wish to book a confirmed seat/tour, then a 30% discount is available to guarantee your booking on the day of travel you desire.
- **Wild Bush Luxury (Bamurru and Arkaba Homestead)** staff rates are subject to availability and black out dates apply. Bookings can only be made within 3 months of travel. There is a 2 night minimum stay. Discount applicable for a maximum of 4 pax. 50% off extended to spouse, children and parents.
- **Maria Island Walk** staff rates are subject to availability and black out dates apply. Bookings can only be made within 3 months of travel. Spouse receives 50% off.
- **Treetops Adventure** - advanced bookings are required. No minimum booking window or limit on number of participants. Free cancellation up to 10 days prior. If canceled within 10 days, there are no refunds, only rescheduling available.
- Photos on USB can be purchased on any marine product for \$5.00 (one only).
- Photo and video package for all Skydiving can be purchased with a 20% discount
- Coach transfers are not included for North Queensland Experiences & Skydive marine or skydive tours.

Reservations contact details:

Reef Magic	+61 7 4031 1588	res@reefmagiccruises.com
Big Cat Green Island Cruises	+61 7 4051 0444	info@greenisland.com.au
Fitzroy Island Adventures	+61 7 4030 7990	res@fitzroyislandadventures.com
Dreamtime Dive & Snorkel	+61 7 4030 7920	res@dreamtimedive.com.au
Calypso Reef Cruises	+61 7 4099 6999	info@calypsoreefcruises.com
Daintree Tours	+61 7 4231 8012	info@calypsoreefcruises.com
Whale Watching Tours (seasonal)	+61 7 4030 7990	res@fitzroyislandadventures.com
Skydive Australia	1300 663 634	sales@skydive.com.au
NZONE Skydive	+64 3 442 5867	reservations@nzoneskydive.co.nz
Skydive Wanaka	+64 3 443 7207	reservations@skydivewanaka.com
Skydive Southern Alps	+64 3 442 8333	reservations@skydivesouthernalps.co.nz
Wild Bush Luxury - Arkaba	1300 790 561 or +61 2 9571 6399	arkaba@wildbushluxury.com
Wild Bush Luxury – Bamurru Plains	1300 790 561 or +61 2 9571 6399	bamurru@wildbushluxury.com
Maria Island Walk	+61 3 6234 2999	bookings@mariaislandwalk.com.au
Treetops Adventure		marketing@treetopsadventure.com.au

STAFF TRAVEL REQUEST FORM



CONTACT INFORMATION			
Name		Date of request	
Company			
Position			
Mobile number			
Email address			

TOUR INFORMATION			
Experience of choice			
Location			
Date of travel			
Number of passengers <i>inc no. of children</i>		Relationship to staff	
Optional activities	<i>to be booked onboard on day of travel</i>		
Dietary requirements			
Weight (kg) for Skydiving			
Transfers required? Y or N		Pick up location (nearest hotel)	

MANAGER'S CONFIRMATION	Date:
Manager's name:	Signature:

TENTATIVE CONFIRMATION (this form will be emailed to you. Final confirmation is provided when you call Res)			
Staff name		Date of travel	
Rate/s offered		Booking number	
Pick up location		Pick up / check in time	
Processed by		Date processed	

AGREEMENTS:

- I will call the reservations department as advised above to obtain final confirmation **and make full payment over the phone prior to travel.**
- I am aware that if the tour books to capacity, my booking will be the first to be bumped to allow for extra capacity on that tour, this could happen on the day of travel (for marine and skydive). The booking will be open dated for future travel and I will be contacted by phone to advise cancellation of my booking.
- I acknowledge and agree that on the day of travel our customers are given priority and it is expected that I will treat our customers and staff courteously and with respect. Any behaviour contrary to this will result in staff privileges being withdrawn.

Please acknowledge the agreements upon sending this form to the relevant reservations team

Staff signature: _____ Date: _____