



Tips For Comparing Group Travel Companies

Bonus: Includes Quote Comparison Check List



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Why Organizations Book Their Group Trip with a Group Travel Company

It takes a ton of time to research, examine, call, and coordinate with vendors and put together all the details. Also, if you do not have experience in planning a large group trip it is easy to overlook important details that may create tangled-up issues.

By booking through an experienced, reputable group travel company, you will save a lot of time, energy and frustration. A high quality company will take care of all your itinerary details. This includes making travel arrangements, reserving hotel rooms, managing vendor payments, and so on.

A good company will make the entire planning experience easy and stress free for you, while ensuring a fun, safe, and successful trip for



When to Get a Quote

You'll want to get quotes as soon as possible. As a general rule, you should choose and contract with a group travel company at least 9 months prior to departure.

Quote Accuracy

A company's ability to provide you with an accurate quote will depend largely on how much information you are able to provide about your trip.

Basic Information

When requesting a quote you will likely be asked to provide some or all of the following information:

- Name of Organization
- Primary Leader/Coordinator
- Contact Information
- Departure city
- Destination
- Length of trip
- Trip Activities (Required)
- Trip Activities (Additional)
- Mode of transportation
- Special Requests
- Number of participants
- # of Compensation Packages



Choosing a Quote: Best Rule of Thumb

The internet makes it easy for groups to comparing trip quotes among group travel providers. However, it also poses a double-edge sword. On one hand, you are able to easily and quickly find companies and gather multiple quotes; on the other hand, anyone can set up a website and offer low “bait and hook” quotes. Here a good rule of thumb when reviewing quotes.



LOW QUOTES

If a rate seems too good to be true. . . Well you know how the saying goes. The lowest quote is likely based on subpar accommodations, fast food meals, mediocre customer service, and so on. Also, as your itinerary is flushed out, you may face unanticipated fees, initially undisclosed charges and up sell pressure. While you may save some initially, you may pay more in the end.



HIGH QUOTES

If a quote is too high it's likely inflated by unnecessary “bells and whistles”, bloated overhead costs, hidden compensation, and high profit margin. These companies tend to be extremely revenue-driven. You can expect to face a lot of upfront promises and sales pressure to secure your group's account. However, you may still face subpar trip features, because at the end of the day everything is about the profit bottom line for these companies.



AVERAGE, COMPETITIVE QUOTES

Savvy trip planners look for a solid company that offers a value-driven competitive quote. The best group travel companies tend to offer rates that are not too high or too low, they are just right. These quotes tend to provide maximum value at the most cost effective rate for each participant. They are likely to offer the most accurately, value-driven quote without exuberant profit margins.



7 Tips About Quotes

Exploring your group travel booking options may be overwhelming. It can be especially challenging for a novice trip leader to decide on the right company, one that will meet their needs based on a quote. Here are some helpful tips.

1

“The biggest, most expensive companies might not always have the best reputations. Sometimes the little ones are just as good. After you find a few companies you like, find out what people thought of them.”
~ *Matthew Kepnes, Nomatic Matt Blog*

2

Research the internet for possible customer complaints about a company. While online comments should always be taken with a grain of salt, however, it may alert you about some potential issues.

3

Ask the company for information about the quality of hotel, meal, and venues used for your quote.

4

Ask if you will have one dedicated contact. Working with too many people often leads to accountability, communication and logistical issues.

5

“With tour companies, it’s not always true that you get what you pay for. Many tour companies overcharge, while some are just really good at maximizing value for your every penny. . . Moreover, make sure you ask if there are fees to pay when you get there, or at specific sites. Many companies require you to pay additional money when the tour starts. That cheap tour won’t be so cheap if you have to pay for everything while there.”
~ *Matthew Kepnes, Nomatic Matt Blog*

6

Find out the date when final payment is due. This impacts how long participants have to pay for their trip.

7

Do not compare quotes on price alone; consider other factors when choosing the right company for your group.

Group Trip Quote Comparison Checklist

Group Trip Quote Variables

Departure City		Total Number of Travelers	
Destination		Total Number of Teachers, if applicable	
Departure Date		Number of Chaperone (if applicable)	
Trip Duration		Number of Requested Comp Packages	
Number of Breakfasts		Transportation Preference: Air or Motor Coach	
Number of Lunches		Admission to Following Attractions/Events:	
Number of Dinners		1)	
Hotel Nights		2)	
Hotel Quality		3)	
Participants per Room		5)	
Request Travel Insurance		6)	
Onsite Tour Guide		7)	
Nightly Hotel Security		8)	

When comparing quotes it will be important to gather additional information that is not likely to appear in your quote. You may find this information on the company's website or by speaking with one of their representatives.

#	QUOTE RELATED ELEMENTS	QUOTE 1	QUOTE 2	QUOTE 3
Quote Provider Information				
1.	Name of Quote Provider			
2.	Quote Provider Phone Number			
3.	Quote Contact Name			
4.	Quote Includes all Required Venues			
Company Reputation Check				
1.	Passes "Google" Reputation Search Test			
2.	Accredited by the BBB			
3.	Years of Experience			
Motor Coach Features (if applicable)				
1.	Modern Motor Coach. Satellite TV or DVD player			
2.	Restroom			
3.	Charger Outlets for devices			
4.	Vendor Compliant with all USDOT Regulations			
5.	Drivers Properly Licensed and Screened			
Hotel Features				
1.	Deluxe or Upscale Accommodations			
2.	Onsite Security			
3.	Includes Breakfast with Some Hot Items			
4.	Offers Free Shuttle Services			
5.	Spacious Rooms			
Meals				

1.	Primarily Fast Food, Food Courts, Cafeteria-Style Restaurants			
2.	Mostly Fast Food, Food Courts, Cafeteria-Style Restaurants			
3.	Little Fast Food, Food Courts, Cafeteria-Style Restaurants			
Client Service Options				
1.	Offers <u>One Dedicated</u> Trip Coach or Account Manager.			
2.	Provides Online Trip Management Tools			
3.	Optional: Provide an Site Group Trip Guide			
4.	Double and Triple Checks all Trip Details.			
5.	Prepays for Transportation, Hotels, Meals, and Activities.			
6.	Able to Make Itinerary Changes Quickly and Easily			
Payment Management				
1.	Required Deposit per Person			
2.	Full Payment- Days Prior to Departure			
3.	Offers Flexible Payment Options			
4.	Offers an Online Payment System for Participants			
5.	Allows you to Define the # of Compensation Packages			
6.	Estimated Monthly Payments			
Potential Fees & Costs Not Included in Quote				
1.	Late Payment Fees			
2.	Invoice Fee			
3.	Return Payment Fee (non-sufficient funds)			
4.	Luggage Check in Fees			
5.	Merchandise/Branding Fees			
6.	Registration Fees			
7.	Handling Charges			
8.	Refund Insurance			
9.	Travel Insurance			
Price Quote				
Total Quoted Trip Price				
Trip Price Per Paying Person				



Discover the Huddletrip Difference

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