



## FIT TC Program Booking Submission Form

### FIT TC - Earn Tour Conductors Program

The FIT TC program is designed for travel partners who want to increase their profits by earning tour conductors without committing to a group contract. This program allows travel partners to use the best prevailing retail rate through any booking channel to accumulate the individual (FIT) guests necessary to earn a complimentary tour conductor. Earn more by booking all reservations through electronic channels. Deposit, payment and cancellation schedules are the same as required for individual (FIT) reservations.

Any and all reduced rate bookings such as Travel Agent, Travel agent friends and family, and interline rates are not eligible.

### Policy Guidelines

- The FIT TC tour conductor policy is based on one complimentary cruise-only fare for every twenty (20) individual (FIT) guests booked via any channel. The complimentary fare would be applicable to the twenty-first (21st) guest. If all bookings are made electronically the threshold is reduced to one complimentary cruise-only fare for every fifteen (15) retail fares, the sixteenth (16th) fare is complimentary.
- Guests must be booked and fully paid to be eligible to earn tour conductors. Canceled guests who are booked, fully paid and under 100% penalty are also eligible towards earning tour conductors.
- Accumulated bookings qualifying for a tour conductor must be on the same ship and departure date.
- All eligible bookings must be booked via the same MSC Agency ID
- Only the first two guests in an individual (FIT) booking count towards the tour conductor. Third and fourth occupants do not qualify.
- The value of the tour conductor is based on the average net cruise-only fare paid on the individuals (FIT) bookings. Non-commissionable fare, government taxes and fees are extra and are not calculated into the value of the tour conductor. Maximum of 6 tour conductors can be earned per voyage.
- Applicable on most Caribbean and European five or more night itineraries. MSC Cruises reserves the right to exclude a departure date or retail promotional rate from the FIT TC program at any time without prior written notice.
- The FIT TC program is not applicable with any other tour conductor program or group bookings.

### Applying for Tour Conductor

Tour Conductors are not automatically applied and must be requested by the travel partner. Bookings qualifying towards an earned tour conductor must be submitted to MSC Cruises USA via the form provided in this document **no later than 15 days after the cruise sailing date (effective January 1, 2019 the form must be submitted no later than 15 days prior the cruise departure date.**

In addition to the contact information, you will need to fill in the eligible FIT booking numbers, first and last names of both the first and second guests in the stateroom. There is a button on the form that will automatically send it to an email address for processing at: [mscgroupadvocates@msccruisesusa.com](mailto:mscgroupadvocates@msccruisesusa.com).

All inquiries regarding tour conductor redemption should be directed to [mscgroupadvocates@msccruisesusa.com](mailto:mscgroupadvocates@msccruisesusa.com).

### Tour Conductor Payment

One form per TC redemption. If you have earned multiple tour conductors on one sailing please use multiple forms. Travel Agent will indicate the booking number where the TC credit is to be applied. If booking number is not specified, MSC will apply the tour conductor credit at our discretion.

FIT TC program is not applicable with any other tour conductor program or group bookings.



# FIT TC Program Booking Submission Form

Agency : \_\_\_\_\_ MSC Agency ID: \_\_\_\_\_

Contact Name : \_\_\_\_\_ Contact Phone #: \_\_\_\_\_

Contact Email: - \_\_\_\_\_ Ship: \_\_\_\_\_ Sail Date: \_\_\_\_\_

#	FIT Booking #	Guest Name (Last Name, First Name)
1)		
2)		
3)		
4)		
5)		
6)		
7)		
8)		
9)		
10)		
11)		
12)		
13)		
14)		
15)		
16)		
17)		
18)		
19)		
20)		
21)		

**\*Booking number to apply TC credit:**

\*If field is left blank, TC credit will be applied to the last booking.

Please direct all inquiries regarding this form to [mscgroupadvocates@msscruisesusa.com](mailto:mscgroupadvocates@msscruisesusa.com). In the Subject Line of your e-mail, specify the FIT TC Form, the Agency ID and the departure date. The form must be submitted no later than 15 days prior to the cruise sailing date.