

**\*\*\*Fee Schedule – Effective November 19<sup>th</sup>, 2018\*\*\***

*Note that Direct Connect refers to Southwest Airlines.*

<b>Online Booking</b>	<b>Domestic Cost Per Transaction</b>	<b>International Cost Per Transaction</b>
Air/Car/Hotel	\$5.00	\$5.00
Direct Connect Air/Car/Hotel	\$8.00	\$8.00
Exchanges	\$5.00	\$5.00
Voids or Cancellations	\$0.00	\$0.00
Rail Only	\$5.00	\$5.00
Car/Hotel Only	\$5.00	\$5.00
<b>Full-Service</b>	<b>Domestic Cost Per Transaction</b>	<b>International Cost Per Transaction</b>
Air/Car/Hotel	\$25.00	\$27.00
Voids or Cancellations	\$0.00	\$0.00
Exchanges	\$25.00	\$25.00
Rail Only	\$10.00	\$10.00
Car/Hotel Only	\$10.00	\$10.00
<b>After Hours</b>	<b>Domestic Cost Per Transaction</b>	<b>International Cost Per Transaction</b>
Call w/o Ticketing	\$16.00	\$16.00
Call w/Ticketing	\$27.00	\$27.00
Ticket Exchange	\$40.00	\$40.00
Voids	\$26.00	\$26.00
<b>Additional Services</b>	<b>Domestic Cost Per Transaction</b>	<b>International Cost Per Transaction</b>
Passport Assistance	\$315.00 for Same Day Process \$265.00 for 3 Business Days \$200 for 7-10 Business Days (Fees DO NOT include Embassies, Consulates and or U.S. State Department Fees or additional courier fees for out of the State of Texas or Return Delivery Fees in some cases.) *Rates will vary and or increase per Embassy/Consulate location	
Visa Assistance	\$135.00-\$145 for Consulates/ Embassies (submitted in Texas) \$150.00-\$175.00 (submitted outside of Texas) (Fees DO NOT include Embassies, Consulates and or U.S. State Department Fees or additional courier fees for out of the State of Texas or Return Delivery Fees in some cases.) *Rates will vary and or increase per Embassy/Consulate location	
TLN 24 Mobile App	No Charge	
Group Bookings - Domestic or International Air (2-9 passengers)	\$23.00	\$25.00
Group Bookings - Domestic or International Air (10+ passengers)	\$20.00	\$22.00
Group Bookings - Domestic or International Exchange	\$20.00	\$20.00
Group Name Change	\$20.00	\$20.00
Group Car/Hotel w/o Air	\$5.00	\$5.00
Group Airline Ticket Refund	\$0.00	\$0.00
Group Airline Ticket Void	\$0.00	\$0.00
Group Transportation/Hotel	10% of net/waived if rates commissionable	
Credit Card Reconciliation	\$1.00 per line	\$1.00 per line