

WELCOME

WHAT TO EXPECT ON YOUR JOURNEY



A GUIDE TO WORKING WITH HMG TRAVEL SERVICES

WWW.HMGTRAVELSERVICES.COM



Hello!

We are very enthusiastic to present our travel agency, HMG TRAVEL SERVICES. Our well-established agency has been in the industry for over three years. We are experts in every minor detail of this business so you don't have to be. Our firm has familiarized the difficulty and aggravations of attaining visas and passports, so here we are, to deliver you the tension-free, unforgettable journey of a lifetime.

Whether you want to travel national or international, we offer the best class of service for you. We provide our clients with the greatest value for their money and an experience like no other. We hope you enjoy reading the details of what we will be providing you and we are gracious to be apart of your excursion.

Lasheree

A Little Bit About Me

Hi, my name is Lasheree and I have been in the travel industry for 4 years. I absolutely love to travel and dedicate my time to helping people fulfill their dreams of exploring new cultures through amazing travel adventures. I hold several specialist certifications and my specialties include, but are not limited to; All Inclusive Vacations, Destination Weddings, Cruises, Exotic Vacations and Group Travel. I can't wait to begin this journey with you and if you have any questions along the way, please don't hesitate to contact me.



“Travel is an investment in yourself.”



Planning Process

1

GET THE DETAILS

Travel planning is not a "one size fits all" process, so it's important that we take some time in getting to know each other to ensure that we'll be a good fit! I will first ask you to complete the Travel Questionnaire that I will email you. Try to include as many details as possible. The more I know about you, the better!

2

CONSULT WITH ME

After receiving your form, you can expect to hear back from me within 2 business days. We will then schedule a phone conversation to review your form, go over questions that either of us may have, work to solidify the vision and discuss any service fees associated with planning your vacation. If you decide that you are ready to work with me, I will send you an invoice for my "plan to go" fee, and after receiving payment, I will begin the planning process!

3

RESEARCH & REVISE

After determining the right options and budget for your trip, I will begin researching and planning the experience of a lifetime for you. I will use all of my resources and knowledge to get you the trip you deserve. After reviewing the research, we can begin to make any adjustments you may have to complete the booking process.

4

BON VOYAGE

Once your trip is booked, the only thing left to do is pack your bags and go! I will take care of monitoring your booking, confirming your hotel stays and transfers, delivering your final travel documents, as well as setting up any reservations for dining, spa appointments, or excursions you may want to try.



COMMUNICATION

CONTACT DETAILS

+407-492-6216
holnessmanagementgroup@gmail.com
Atlanta, GA

OFFICE HOURS

M - F 10:00am - 7:00pm EST

WEBSITE

www.hmgtravelservices.com

SOCIAL MEDIA

@hmgtravelservices

Finalizing The Timeline

1

VACATION BOOKED

Now your vacation is on the books! I will get everything ready for your trip, just sit back and relax.

2

ADDITIONAL REQUESTS

After having some time to research on your own, I am sure you have a few things you'd like to do while on your vacation. Now is the time to let me know all of your special requests so I can make those arrangements for you.

3

THE TAKEOFF

I will gather all of your documents, passports, itineraries and accommodations so you will have a step-by-step guide of what to do on your trip to eliminate any hassles.

4

ENJOY YOUR TRIP

The much anticipated time has arrived. I will be here every step of the way from when you depart to when you return. I am just a phone call away if you need ANYTHING!



COMMUNICATION

from the beginning to the end



Method of Communicating

Once the trip planning process begins, the best way to communicate is through email so we can have documentation of everything and can go back to review notes. Calls and texts are permitted as well when needed and closer to trip.

Call | Email | Text

Emails are prioritized in order of current travelers, upcoming travelers and post trips. I will get back with you accordingly and in a timely fashion. If you have an emergency I can be reached by phone or text.



Hours of Operation

My office hours are Monday through Friday 10am to 7pm. Saturdays from 12pm-5pm and Sundays I am off unless an emergency shall arise. I am available 24/7 to current travelers on their trip.

FAQ's

What are the COVID-19 Restrictions?

Depending on whether you are traveling Domestic or International will determine the restrictions. The Biden Administration's international air travel policy is stringent, consistent across the globe, and guided by public health. Foreign national air travelers to the United States are required to be fully vaccinated and to provide proof of vaccination status prior to boarding an airplane to fly to the United States, with only limited exceptions. The CDC has determined that for the purposes of entry into the United States, vaccines accepted will include those FDA approved or authorized, as well as vaccines with an emergency use listing (EUL) from the World Health Organization (WHO). See the CDC's website for more details.

What are the requirements for a VISA and do you help with that?

We always recommend that passengers check with their local embassy as visa rules can change without warning. Embassy websites in your home country will always have information about requirements, visa costs and will provide the required forms. If you are uncomfortable with the visa process, you can visit a travel agent who can arrange these for you at a cost.

Do I need Trip Insurance?

Travel Insurance is ALWAYS encouraged. We strongly recommend all travelers have a policy that covers COVID-19, personal liability, cancellation, curtailment and loss of luggage or personal effects at the minimum. There are several different travel insurance plans to choose from. We can go over those plans together to suit your type of trip.

FAQ's

Can you book an AirBnb?

I am not able to book AirBnb's for your trip. Those must be booked directly by the traveler. I have encountered many negative experiences with booking AirBnb's in major cities around the world and because of my lack of ability to hold someone accountable during your trip, I do not offer this service.

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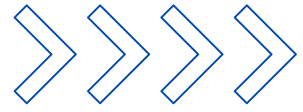
How do I pay for my trip?

Every supplier has different options for payments. Some offer book now, pay later with a deposit and some require full payment at the time of booking. I will send over a credit card authorization form and you will be given a link to my site to make payments at your convenience. You may also fill out an authorization form for me to make payments for you based on an agreed schedule. All payment details will be discussed thoroughly.

Do you guarantee the cheapest price?

After you give me your budget and requirements, my job is to find you the best value for your money. While pricing is a very important factor, I take into consideration all factors and make my best travel recommendations based on destination, budget and what will allow you to have the best vacation experience you can have.

Let's Get Started!



Now that you have a better understanding of how your trip will be planned, organized and executed with me, we can start the booking process. I am determined to provide the ultimate experience for your journey and I will be there every step of the way. Whether it's a small change before your trip, a problem that arises during your trip or just the minor details in between, I guarantee to provide you with the same service I would expect on my own trip. If you have any questions regarding any part of the booking process with me, please let me know. Now, you can get ready to pack your bags and enjoy the trip of a lifetime.



Thank you for allowing me to be a part of your next vacation! I look forward to getting to know you better and provide the ultimate experience for you and your family.

Lasheree

holnessmanagementgroup@gmail.com
www.hmgtravelservices.com



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*“Twenty years from now
you will be more
disappointed by the things
you didn’t do than by the
ones you did.”*

— Mark Twain

