

# Domestic Travel

## Handling Fees for Arranged Travel

Category	Description		Fee
Arrangement Fee*	Arrangements involve both transportation and accommodation	For group arrangements of 15 or more	Up to 20% of the total travel cost
		Individuals (other than the above)	Up to 20% of the total travel cost
	For accommodation only	For group travel arrangements of 15 or more	Up to 20% of accommodation cost
		Individuals (other than the above cases)	Up to 20% of accommodation cost
	For transportation only		Up to 20% of the accommodation cost
Tour escort service fee (excluding actual travel expenses such as accommodation and transportation)			Per tour conductor per day ¥66,000
Change Fee	Arrangements involve both transportation and accommodation	For group travel arrangements of 15 or more	20% of the travel cost of affected portion
		Individuals (other than the above cases)	¥2,200 per case
	Changes to transportation arrangements		¥2,200 per case
	Changes to accommodation arrangements (including ticket exchanges if required)		¥2,200 per case
Cancellation Fee	Arrangements involve both transportation and accommodation	For group travel arrangements of 15 or more	20% of the travel cost of affected portion
		Individuals (other than the above cases)	¥3,300 per case
	Cancellation of transportation arrangements (including settlement procedures for unused tickets if applicable)		¥3,300 per case
	Cancellation of accommodation arrangements (including settlement procedures for unused accommodation tickets if applicable)		¥3,300 per case
Communication fees	When communication is made urgently at the customer's request for local arrangements, etc.		¥1,100 per case (Telephone and telegram charges are separately added)

1. Group Arranged Travel refers to travel where multiple travelers designate a representative and travel on the same itinerary.
2. If changes or cancellations are made at the customer's request, in addition to any cancellation fees set by transportation providers, accommodation facilities, etc., the above change processing fee and cancellation processing fee will be charged.
3. Consecutive nights at the same accommodation facility will be treated as a single booking.
4. Minimum fee is 1,100 yen per booking for accommodation arrangements, 1,100 yen per booking for transportation arrangements, ¥1,100 per arrangement for sightseeing tickets, etc., and ¥1,100 per person per flight segment for airline ticket reservations and issuance.
5. The above fees include consumption tax.

## Consultation Fee

Category	Description	Fee
Sightseeing Travel	(1) Consultation for creating travel plans	Base Rate (up to 30 minutes)    ¥5,500
		Each additional 30 minutes        ¥3,300
	(2) Travel Itinerary Creation	Per travel itinerary day:        ¥5,500
	(3) Estimation of Travel Expenses (For trips involving combined arrangements of transportation and accommodation)	Base Fee                                ¥5,500 and
		Per day of travel itinerary:    ¥5,500
(4) Transportation fare/fee quoting	Per item:                                ¥3,300	
(5) Provision of Information Regarding Travel Destinations, Transportation, Accommodations, etc.	Per A4-size document: ¥3,300	
On-site consultation at customer's request	Additional ¥11,000 to the fees listed (1) through (5)	

1. The above fees include consumption tax.