Preparing quotations – Email 1

**BRIEF 1 – Cruise holiday for a family of four**

**Customer details:**

Mr Jack Johnson (DOB 10/11/1971) AUST passport no E321456

Mrs Anne Johnson (DOB 18/02/1973) AUST passport no E090897

Miss Emily Williams (DOB 10/01/2010) AUST passport no L456789

Miss Sarah Johnson (DOB 19/12/2012) AUST passport no L102938

Address: 10 Manning Street, Milton, Queensland 4064

Home phone: 3560 1234 Mobile: 0409123789

The Johnson family require a quotation on a South Pacific Cruise departing from Sydney. They have decided on a cruise of up to 9 nights departing on in January. They would like a 4-berth cabin with a balcony and require return airfares from Brisbane to Sydney. They are Qantas frequent flyers and would like the cheapest airfare with that airline. They do not want Jetstar flights. They do not require any transfers or accommodation as they will fly up on the day the cruise departs.

Please also quote on Alliance Travel Insurance for the family.

Please include passport and visa information as required.

Upload a separate document for this brief that contains screen shots of your costings and URLs from where you accessed your information.

**BRIEF 2 – Business trip for 1 adult**

**Customer details:**

Mr Ryan Smith (DOB 26/05/1981) AUST passport no N321667

Address: 23 Langtree Street, Yellowville, Qeensland 4177

Business phone: 9564 2222 Mobile 0412 588 966

Ryan Smith requires a quotation to Hong Kong departing from Melbourne on the 20th of next month and returning on the 25th. He would like to travel business class on a nonstop flight with Cathay or QANTAS.

He will require accommodation in a four-star hotel in Tsim Sha Tsui district. The total cost for 5 nights’ accommodation must not exceed $3500.00

Please include passport and visa information if required and travel insurance with SureSave Insurance.

Upload a separate document for this brief that contains screen shots of your costings and URLs from where you accessed your information.

**BRIEF 3 – Honeymoon for 2 adults**

**Customer details:**

Mr Jacob Graymam (DOB 22/04/1986) AUST passport no G567423

Ms Mia Ling (DOB 30/10/1988) AUST passport no F998546

Address: 101 Blackburn Court, Mosman Qld 4149

Mobile: 0409 655 399 – Mia

Email: mling235@gmail.com

Mia would like a quote for her honeymoon. The wedding is on the 02 February of next year and she would like to depart on the 05 February to Fiji. She would like a quote for an 11-night package including return airfares, accommodation at the Shangri-La Fijian Resort and Spa in a Yanuca Lagoon Deluxe Room with breakfast, return private car transfers and an evening dinner cruise. She would like to fly in business class. Use a Qantas brochures for this quote

Please quote travel insurance with CoverMore.

**BRIEF 4 – Contiki holiday for 2 friends**

**Customer details:**

Jodi Smith (DOB 22/12/98) AUST passport no J454546

Sarah Jones (DOB 19/08/98) AUST passport no E112233

Address: 7 Ready St, Rolling Hill Qld 4212

Mobile (Jodi): 0413 565 696

Mobile (Sarah): 0403 212 525

Jodi would like a quote for her and her friend on Contiki’s 23-day European Trail tour departing London the third week of March next year and return two days after the end of the tour. Jodi would like to book the cheapest flights with Emirates departing four days prior to the starting date of the tour and the return flight to leave London two days after the end of the tour. They prefer only one stop in the return flight.

They will require twin share accommodation when they arrive in London until the tour departs on and after the tour is completed until they fly home

They do not want to spend more than AUD200.00 per person per night on accommodation and are happy to share a room. They would love a hotel that is close to the central part of London.

They want travel insurance included in the quote – CoverMore.

**BRIEF 5 – Rail journey for a retired couple**

**Customer details:**

Mr Owen John (DOB 19/09/48)

Mrs Patricia John (DOB 05/07/51)

Address: 10 Servante St, Pimlico, Qld 4810

Home Phone: 9558 0021

Mrs John has requested a quote for her and her husband to travel from Adelaide to Darwin on The Ghan departing in the first half of July next year. They would like to be in Platinum class. She also requires airfares with Qantas from Townsville to Adelaide a week prior to the The Ghan’s departure date. In Adelaide she would like to stay at The Playford Adelaide for the nights prior to their departure on The Ghan. On arrival in Darwin she requires accommodation for two evenings at the at The Doubletree by Hilton before flying back to Townsville.

Please quote travel insurance with CoverMore – Mr John has Glaucoma. Mrs John would like to know if this is automatically covered or if she will have to pay a surcharge.