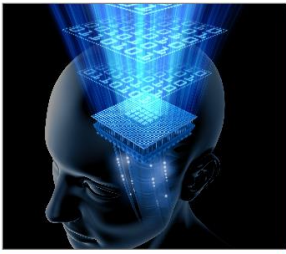


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Transaction Fee Template

Item Category	Unit Price (Including VAT)
Domestic Travel	
Airline Ticket	
Accommodation	
Car Rental	
Chauffeur Services	
Transfers, Shuttle Services and Bus	
Coach Hire	
Rail Booking	
Charter Services	
Parking	
Billback Processing Fee	
International Travel	
Airline Ticket	
Accommodation	
Car Rental	
Chauffeur Services	
Transfers, Shuttle Services, Bus and Ferry Services	
Coach Hire	
Rail Booking	
Charter Services	
Parking	
Travel Insurance	
Billback Processing Fee	
Regional Travel (Angola, Botswana, Lesotho, Mozambique, Namibia, Swaziland, Zambia, Zimbabwe)	
Airline Ticket	
Accommodation	
Car Rental	
Chauffeur Services	
Transfers, Shuttle Service, Bus and Ferry Services	
Coach Hire	
Rail Booking	
Charter Services	
Parking	

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Item Category	Unit Price (Including VAT)
Travel Insurance	
Billback Processing Fee	
Additional Services	
Refunds	
Visas	
Visas - Emergency	
Ancillary Services	
Foreign exchange (Cash only)	
After hours booking	
Ticket reissue (Exchange/ upgrade)	
Conference bookings and International/Regional/Domestic tours	
Management reporting	

Exclusions: