

Customized Trip Quotation

Prepared for: [Client Name]

Travel Agent:	[Your Agency Name]	Date:	[Quotation Date]
Contact:	[Agent Contact Info]	Valid Until:	[Valid Date]

Trip Summary

Destination:	[Destination]
Travel Dates:	[Start Date] to [End Date]
No. of Travelers:	[Number]
Accommodation:	[Hotel Name, Category]

Detailed Itinerary

Day	Location	Activity / Description	Meals
1	[City/Stop]	[Description of activities]	[Included Meals]

Pricing

Item	Description	Amount
Accommodation	[Hotel Name & Details]	[Price]
Transportation	[Transfers/Details]	[Price]
Activities	[Excursions/Tours]	[Price]
Total Quotation:		[Total Price]

Inclusions

- [List of included items/services]

Exclusions

- [List of excluded items/services]

Terms & Conditions

- [Brief note on payment, cancellation, etc.]

Contact Information

[Your Agency Name]
[Phone] | [Email]
[Website]