

Guidelines on how to complete the TOMSA Agreement

- Fill in details of the company on Pg2
- Pg 6 5.1 – please include “ as per sector”
- Pg 8 - Please fill in the bottom part of the page
- Pg 9 – Please fill in all the required information
- All pages must have initials of the signatory and the initials of witnesses.

-For accommodation include the word “room rate”
-For tour operators include the word “per tour booked”
-For Travel Agencies include the word “service fee”
-For Car Rental include the word “per vehicle booking”