



AGENCY REGISTRATION FORM

****PLEASE PRINT LEGIBLY****

ACCOUNTING*: Checks should be sent to:

Agency Legal Name:

Contact Name:

Street Address*:

City:

Postal/Zip Code:

Address Line 2:

State/Region/Province:

Country:

Web Address:

Phone*:

Email Address*:

IATA

CLIA

TRUE

IATA, CLIA or TRUE No.

Consortia/Network:

If Other:

BOOKINGS: Confirmation should be sent to:

Only fill in if different to the above

Brand Name

(if different to Legal Name):

Contact Name:

Street Address:

City:

Postal/Zip Code:

Address Line 2:

State/Region/Province:

Country:

Phone:

Email Address:

PAYMENTS – US:

Please complete to enable us to make commission payments

Bank Name:

ABA Routing:

Swift Code
(if applicable):

Account Name:

Account Number:

FEIN Number
(On your W9 form):

Company Name
(if separate to agency name):

PAYMENTS – Canada:

Please complete to enable us to make commission payments

Bank Name:

Bank Telephone Number:

Bank Address:

Institution Number:

Transit Number: Swift Code
(if applicable):

Beneficiary Account Number:

Beneficiary Account Name:

Beneficiary Account Address:

TRAVEL AGENCY PROFILE:

How many offices use the same IATA/CLIA?*

Is this agency a headquarters or branch?*

What % of business is done through your website?*

Does your agency book groups?*

How many agents do you have?*

How many agents are home based?*

Email completed form and W-9 to: travelagent@rivieratravel.com

Any other information:

Signature of Agency*:

Date:

Please confirm all details are correct at time of submitting this registration form*

Riviera appoints Agency as Riviera’s authorized agent to sell Riviera’s tours, packages, and other travel arrangements (the ‘Travel Services’). Agency shall not discount the Travel Services or rebate any of its commission. Agency must obtain Riviera’s prior written approval of all information and material relating to the Travel Services placed on its website or in printed materials. Agency commission rate is 15%.