



CATHSSETA Accreditation No:
613/P/000035/2004

Tel: (012) 460 9585
Fax: (012) 460 2617
Call Centre: 0860 10 36 35

Email: info@drumbeatacademy.co.za
Website: www.drumbeatacademy.co.za

7 Van Wouw Street
GROENKLOOF
0181

PO Box 95679
WATERKLOOF
0145

BONUS: Once you've qualified and registered as a Tourist Guide we'll place your details on our website for Tour Operators to find you! Mahala! Gratis! For Free!

TOUR OPERATOR WORKSHOP - 2020

PRICE:

R5950.00 VAT Inclusive

DATE:

PRETORIA **24 – 28 February 2020**
RIVONIA **23 – 27 November 2020**

- **Day 1 -3**
How to start and manage a small tour operator business.
- **Day 4**
Legal implications: Drivers licence, P.D.P, R.T.P, C.O.F, Pax Liability
Marketing in the tourism industry: Different sectors
Technical management: Services, tyres, fuel/oil
Itinerary: Designing a guided experience
- **Day 5**
Itinerary: Designing a guided experience
Infra structure: Your office, staff
Product knowledge: Accommodation (STO and rack rates, single supplement)
Programmes and quotes
Administration: Reservations, confirmations, vouchers, payments, cancellations, filing
Guides: Qualifications, personality and appearance, tour preparations file, payment to your guide/s, loyalty to your guide/s

COMPANY REG: 2009/004827/07

VAT REG: 4580212712

DIRECTORS: E BRAZENDALE, OJ SMITH

We drum out your future!

PRETORIA | 012 460 9585 |
CAPE TOWN | 021 300 0690 |
JOHANNESBURG | 011 568 0773 |

HEAD OFFICE, 7 Van Wouw Street, Groenkloof
Training at booked venues
Unit 9 Rivonia Gate Office Park, 381 Rivonia Blvd, Sandton

DURBAN | 031 100 1168 |
MOKOPANE | 0860 10 36 35 |
GEORGE | 0860 10 36 35 |

MB House, 641 Ridge Road, Berea
CAL, 15 Geyser Street
Shamrock Place Number 18, 97 York SStreet