



7 Van Wouw Street, Groenkloof, Pretoria



PO Box 95679, Waterkloof, Pretoria



Tel: 012 460 9585



info@drumbeatacademy.co.za | www.drumbeatacademy.co.za

VAT No: 4580212712

Registration No. 2009/004827/07

Accreditation no: 613/P/000035/2004

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 - 2023

PRICE:

R5950.00 VAT Inclusive

DATE:

PRETORIA

27 November – 01 December 2023

- **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

We drum out your future!

Director: E Brazendale | B-BBEE Level 2 Contributor