|  |  |
| --- | --- |
| \\CTA-SERVER\Shared\Logos-Banners-Maps\CCCTA Logo\cta logo stacked.eps | **Familiarization Tour Request** |
| **Project Brief** |
| Project Name: |  | Date Initiated: |  |
| Contact: |  | Date Revised: |  |
| Contact Phone: |  |  |  |
| Project No: |  |  |  |
| Fiscal Year: |  |  |  |
| **Project Description** |
| Backgrounder |
| Description/ Target Market |  |
| Client Background |  |
| Tour Operator or Travel Agent? |  |
| Website |  |
| Primary Market |  |
|  |  |
| Objectives/Product & Experiences Requested |
| Focus of FAM |  |
| Looking for New or Existing Product? |  |
| Suggestions for Inclusions |  |
|  |  |
| Logistics Instructions |
| Who is organizing: rooms, transportation, meals, activities |  |
| # of rooms required; single / double occupancy |  |
|  |  |
| Itinerary |
| Dates |  |
| Flight Info |  |
| Days/ Nights in each location |  |
| Is Tour Operator organizing any portion of the FAM on their own? |  |
|  |  |