



The Great  
**Canadian**  
Travel Group  
Inc.

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## Group Travel - How It All Works

Here at our Group Travel department of The Great Canadian Travel Group, we specialize in custom designing groups, building them from the ground up to ensure they perfectly match each group's interests and requirements. Our goal is to do everything we can for your group to create *Your Best Days Ever!*

Following are some general guidelines for the planning process for Group Travel.

**Browse** through our **Special Interests, Women's Group Travel, The Chamber and Corporate Incentive** travel ideas on our website for inspiration or dream up an idea on your own. Once you roughly know when you want your group to travel and where you want to go the next step is....

**Email** our group's travel manager, **Natalie Hebert** [natalie@gctravel.ca](mailto:natalie@gctravel.ca); **call her** at 1 800 661 3830. Or, if you're located in Winnipeg, make an appointment to meet with her in person at our office located at 1349 Portage Avenue. Natalie will ask you some questions to ensure she knows exactly what it is your group wants to do. Then, she'll take it from there and design a tailor-made program just for your group including as much or as little as you wish. Whatever you want your group to look like, Natalie can make it happen! Now you can just **relax**, knowing all the details will be taken care of!

All of our groups are open to the public, no matter where you may reside in North America! Many of our Groups are affiliated with an organization or are based on a common interest. If any of our group offers are of interest to you all you have to do is [contact us](#) for more information and we will begin from there.

Every group is different! At the time of your inquiry we will provide you with all necessary information from complete itineraries with inclusions, pricing and documentation requirements to allow you to decide if the group is the right fit for you. We usually always hold an Information Session as well, about 9 months to a year before the group departure. Once you advise us that you want to join a group, we will send you the registration form pertaining to the group trip with deposit amounts due and a payment schedule, flight information and more. You will know everything you need to know months in advance, and we'll keep you updated as the travel date approaches.

We will cover with you:

- Travel documentation (we will ask for a copy of your passport at the time of registration)
- Travel documentation requirements (we will make sure you have adequate documentation to travel to the destinations included in the group trip, i.e. visas)
- Travel Insurance to cover your investment and needs
- Rooming requirements (if you are travelling solo but wish to share a room we often have other singles “willing to share”, and our success rate of matching people is quite high)
- Allergies and other special meal requirements
- Special service needs (wheelchair assist, seating preference)
- Pre and post tour extension options

For our groups that depart from Winnipeg, we always hold a final documentation evening where you will receive your documents package, mingle with the rest of the group and we'll review all of the group information with you; who your guides are, emergency contacts, pick up and drop off times and so much more. We also don't just mail out your documents! And, we'll see you at the airport the day of departure! That's right – we are always there to help with check-in, often having a dedicated check in line just for the group! We're there with you every step of the way.

For our out of town tour members, not to worry. We'll make sure you receive your documents package approximately three weeks prior to your departure. Every group is different, but our goal remains the same; exceptional service from start to finish!

If your organization is interested in hosting a private group, such as an incentive, the way it all works runs pretty much the same. We'll meet with you and your team, gather information from you and then seek out the best travel providers, airlines, hotels and so on. We'll draw up a contract and we do the rest. There is nothing hidden, it's your group the way you want it. We even travel with you if you'd like to provide a personal concierge service!

Now it's time to fully **enjoy** all the experiences your custom-designed, personalized Group Travel program is sure to bring - ***Your Best Days Ever!***