



Agency Transfer Form

PLEASE COMPLETE FORM AND FAX OR MAIL TO:
 UNIQUE VACATIONS, INC
 4950 SW 72nd Avenue, Miami, FL 33155
 Tel: 1-800-48-SPECIAL • Fax: 305-663-4355 or 305-663-4356
 Attn: Inside Sales

ORIGINATING AGENCY INFORMATION*

Agent Name: _____ Departing Date: _____
M / D / Y

Agency Name: _____ IATA # _____

Owner/Manager: _____

Address: _____

City: _____ State: _____ Zip: _____

Tel: _____ Fax: _____ E-mail: _____

*NOTE TO ORIGINATING AGENCY: IN ORDER TO REMAIN AS AN ACTIVE CSS AGENCY THERE MUST BE A MINIMUM OF ONE QUALIFIED CSS AGENT EMPLOYED. ALL NEW AGENTS HIRED (NON-CSS) MUST COMPLETE THE CSS REQUIREMENTS I.E. COMPLETE WORKSHOP I AND MAKE ONE BOOKING TO BECOME A CSS AGENT.

NEW AGENCY INFORMATION

Travel Agency: _____ Date of hire: _____
M / D / Y

Owner/Manager: _____ IATA # _____

Address: _____

City: _____ State: _____ Zip: _____

Tel: _____ Fax: _____ E-mail: _____

There are many benefits to remaining and becoming a Certified Sandals Specialist. We appreciate your attention to the following important information.

TO AGENT:

In order to remain an active CSS Agent you must:

- Notify Unique Vacations Inc. within 10 days of transfer by completing this form and either mailing or faxing to Inside Sales (see mailing/faxing information above)
- You may only transfer your Ultra Workshop Completion Dates
- You must make at least one new traveled booking within enrollment year

TO NEW AGENCY:

If not a CSS agency, new agency must comply with program requirements in order for your agency to become an active CSS agency.

Agent Signature: _____ Date: _____

New Agency Owner/Manager signature: _____ Date: _____

FOR UNIQUE VACATIONS USE

Sales Manager: _____ Inside Sales Manager: _____