

NETWIZARD B2B – Agent Application Form

Please complete all fields (to be completed by authorised Agent Representative)

FAX TO: Sales & Marketing Administrator

Fax #: +64 9 366-1374

Section 1 – Agent Details

Agent Trading Name: _____

Main Office Address:

Street: _____

Suburb: _____ City: _____

State: _____ Country: _____

Phone: _____ Fax: _____

Super User Details: (Responsible for maintaining Login security)

Email: _____

Full Name: _____

Title: _____

Phone: _____ Fax: _____

PLEASE NOTE: Your nominated super-user must have a valid email account to use Netwizard B2B.

Section 2 – Agent Account Access

Account Type:

Please advise current existing account type. Where there is no existing account - complete the appropriate additional form indicated here and forward together with this application.

- Deposit Only Agent:** Account Code _____ (where existing)
Commission allowed / Full Nett payment to be made by Credit Card
- No minimum booking value required
 - Allow bookings to be made through a web browser
 - Complete Cash Application form if no existing account

- Full Credit Agent:** Account Code _____ (where existing)
Commission allowed / Full Credit given i.e. an Invoice will be issued
- Minimum booking value per annum = \$5,000.NZD
 - Allow bookings to be made through a web browser
 - Complete Credit Application form if no existing account

Section 3 – Login Information

Checklist of Further Information Required:

- Your company's official list of offices that require logins (including addresses and contact details including email address)
- Do you require access to set individual logins per office?
 YES / NO (cross out one that does not apply)
- Email address of person or persons nominated to receive password retrieval email links, for re-setting relative passwords
- Advise if your Accounts payable dept need the following information:
 - originating branch of booking to enable payment of invoice YES / NO
 - Separate invoice for all web bookings (vs ph/fax/email bookings) YES / NO

Section 4 – Terms of Use

These Terms of Use (“Terms”) govern your use of the Kiwi & Feejee Experience Netwizard B2B web sites and services and any linked pages (“web site”) offered by Tourism Holdings Limited’ Kiwi & Feejee Experience Division (“Kiwi & Feejee Experience”). The web site is for the use of approved organisations (“the Agent”) and their nominated staff reselling Kiwi & Feejee Experience products. Your use of the web site means you accept these Terms.

Intellectual Property Rights

The material contained on this web site is protected by copyright. You may use this web site only to transact business with Kiwi & Feejee Experience. Except to the extent permitted by relevant copyright legislation, you must not use, copy, modify, transmit, store, publish or distribute the material on this web site, or create any other material using material on this web site, without obtaining the prior written consent of Kiwi & Feejee Experience.

If you receive any other materials, documents, software or data files arising from your use of the web site you must not provide such materials to any other party except authorised staff employed directly by your organisation.

Trade marks (whether registered or unregistered) and logos must not be used or modified in any way without obtaining the prior written consent of Kiwi & Feejee Experience.

The web site, products and processes contained in this web site may be the subject of other intellectual property rights owned by Kiwi & Feejee Experience or by third parties. No licence is granted in respect of those intellectual property rights other than as set out in these Terms. Your use of the web site must not in any way infringe the intellectual property rights of any person.

External Sites

This web site may contain links to, or from, web sites of third parties (“external sites”). Kiwi & Feejee Experience is not required to maintain or update the links.

Links to, or framing of, external sites should not be construed as any endorsement, approval, recommendation or preference by Kiwi & Feejee Experience of the owners or operators of the external sites, or for any information, products or services referred to on the external sites unless expressly indicated on this web site.

Kiwi & Feejee Experience makes no warranties and accepts no liability in relation to material contained on external sites.

Security

When you book product or use other facilities of the web site, a secure server is used. Secure Server Layer (SSL) encrypts the information you send through this web site. Kiwi & Feejee Experience makes no warranty in respect of the strength or effectiveness of that encryption and Kiwi & Feejee Experience is not responsible for events arising from unauthorised access of the information you provide.

Kiwi & Feejee Experience may also employ additional measures to ensure the security of the web site and to verify transactions being processed through the web site without disclosing those measures to you.

Cookies

Cookies are small pieces of data stored on the web browser on your computer. The web site may store cookies on your web browser in order to improve service for you on your subsequent visits to the web site. If you disable the use of cookies on your web browser or remove or reject specific cookies from the web site or linked sites, then you may not be able to gain access to all the content and facilities of this web site.

Disclaimers and Limitation of Liability

Except where to do so would cause any part of the Terms to be illegal, void or unenforceable, Kiwi & Feejee Experience excludes all conditions and warranties implied into these Terms;

- To the fullest extent permitted by applicable law, is not liable to you or anyone else for any loss or damage, however caused (including negligence), which may be directly or indirectly suffered, in connection with use of this web site; and
- Excludes liability (whether that liability arises under contract, tort (including negligence) or statute) for any special, indirect or consequential loss or damage (including without limitation loss of revenue and loss of, or damage to, data) suffered or incurred in connection with this web site.

Without limiting the general disclaimer, Kiwi & Feejee Experience:

- Makes no warranty as to the completeness or accuracy of any material or as to its merchantability or fitness for a particular purpose. Kiwi & Feejee Experience is not liable to you or anyone else if errors occur in the information on this web site or if that information is not up-to-date;

Will not be liable for disruptions to this web site; and

- Is not liable to you or anyone else if interference with or damage to your computer systems occurs in connection with use of this web site or an external site. You must take your own precautions to ensure that whatever you select for use from this web site is free of viruses or anything else that may interfere with or damage the operation of your computer systems.

Except where specifically stated otherwise, nothing in these Terms shall void or override any of the provisions in the Terms and Conditions of any Kiwi & Feejee Experience product or the provision of any other contract, which may exist between the Agent and Kiwi & Feejee Experience.

Linking to Netwizard B2B

The web site is intended solely for the use of approved users to facilitate the selling and booking of Kiwi & Feejee Experience travel products. You agree not to publish links or any other details about how to access the system to any person other than those directly employed by your organisation who have also agreed to abide by these Terms. You must not publish a link to this web site on your own web site or on the web site of any third party.

Super User

Upon approval of your application, the nominated primary user ("Super User") will be assigned a link to generate your own password and will be provided access details for the web site. The Super User will then be responsible for:

- Ensuring that all users understand that they may only use the web site subject to these Terms
- Setting up user accounts so new users can access the web site
- Providing access details to other users within your organisation
- Passing on notices and information which Kiwi & Feejee Experience may issue from time to time relating to the use of the web site
- Deleting user accounts when a staff member leaves the employment of your organisation, and
- Ensuring that users may book only under agent codes to which they have access

Sharing of accounts and passwords between users seriously compromises security. At all times the Super User must ensure that each user of the web site has their own personal account and password.

Accounts / Passwords should not be shared between users without prior written consent from Kiwi & Feejee Experience.

Protecting Access Details

Access to the web site will only be possible after you log in using a valid email address identifying your user account and the password attached to that account. Once your user account has been created, your initial password will be set by yourself from an email link sent to the nominated email address of you, the Super User. If, at any time, you suspect that your password has become known by someone else, please change your password as soon as possible. You must ensure that your password is difficult to guess and is not stored without disguise on your computer. Only the nominated Super User (or proven authorised person of your agency in cases of emergency) can directly request a Login if forgotten.

Net Pricing

The pricing details available through the web site are based on prices exclusive of any commissions or discounts to which your organisation may be entitled. For many businesses, this is sensitive data that you may not wish to be viewed by your customers or some staff. It is your responsibility to use the web site appropriately and take the necessary precautions to protect the confidentiality of any data within your own organisation.

Acceptance of Transactions

A transaction processed through the web site is a request ("request") the Agent is making of Kiwi & Feejee Experience. Any indication of success or confirmation received from the web site should be viewed as a preliminary response only. A request may be subjected to manual review and rejection as follows:

- Kiwi & Feejee Experience may reject any request processed through the web site, within 48 hours of receiving the request, if completion of the request would violate the terms of any contract that exists between the Agent and Kiwi & Feejee Experience or if completion of the request would violate the Terms and Conditions of any Kiwi & Feejee Experience product (in the event that a request is rejected, the user will be notified); and

- Kiwi & Feejee Experience may reject any modification request processed through the web site, at any time, if that request was to modify a booking and that booking was cancelled following the modification.

Termination

You may terminate your use of the web site by notifying your Kiwi & Feejee Experience Account Manager by advising of your wish to do so in writing or by email. Kiwi & Feejee Experience may terminate any user account created by your Super User if the account is not used for a period of 90 days or more. Kiwi & Feejee Experience may also terminate your Super User accounts if there is no use of the web site for a period of 60 days or more by any users nominated by the Agent.

Kiwi & Feejee Experience may also terminate your use of the web site if you breach these Terms.

Changes to Terms

Kiwi & Feejee Experience may change these Terms at any time without notice. You may request a copy of the current Terms from your Kiwi & Feejee Experience Account Manager or view them on the web site.

END

Section 5 – Declaration

I am authorised to apply for access to Kiwi & Feejee Experience' Netwizard B2B on behalf of the organisation described in Section 1 above ('the Agent').
I agree that the Agent, and any staff that may utilise the login, will abide by the Terms of Use.

Signed: _____ Date: _____

Name: _____ Title: _____

Please forward completed Application Form(s) to the Kiwi Experience Sales & Marketing Administrator.

Section 6 – Respax / Netwizard Details

(to be completed by Kiwi Exp Account Mgr)

Please complete the key account parameters and advise current Parent Account Code (if existing).

BASE ACCOUNT SET-UP (Respax / Smartstream)

Parent Agent Code (for invoicing - if existing):

Credit Status: Full Credit Deposit Only Commission Rate: %

WEB ACCOUNT SET-UP (Respax / Smartstream)

Invoice separately (from Base Account)? YES NO

Web Commission Rate : %

Other Notes:

Authorisation: (Kiwi Experience Account Manager to sign)

Name: _____

Signed: _____ Date: _____

Section 7 – Account Creation

(to be completed by Kiwi Exp Systems Admin)

| STEP | INITIALS | DATE | NOTES (Codes where applicable) |
|---|----------------------|----------------------|--------------------------------|
| Verify Agent Details: | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Verify Credit Status: | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Verify Comm Rate: | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Create Parent Base Acct: | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Create Child Base Acct(s): | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Create Parent Web Acct: | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Create Child Web Acct(s): | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Create Netwizard Login(s): (attach list of offices/Logins) | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Advise Super User: | <input type="text"/> | <input type="text"/> | <input type="text"/> |