**Appendix 4 – Travel**

**(as described under section B of the Tender File)**

**Please complete all cells framed in red**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **DOMESTIC TRAVEL**  | **Unit** | **Price Per Unit** | **Price Per Unit** | **Service Fee** | **Handling Fee** |
| Return trip plane/rail/bus/personal car/parking expenses |  |  |  |  |  |
| Parking expenses (only for car travels and limited to occasions if the event venue does not provide free parking) |  |  |  |  |  |
| Highway tolls/fees (only for car travels) |  |  |  |  |  |