



TIH Signature Tours – Affiliate Program Policy

Effective Date: May 8, 2025

Thank you for your interest in partnering with TIH Signature Tours. Our affiliate program allows you to earn commissions by referring clients to our luxury tour experiences in the Dallas-Fort Worth area. This document outlines our official policy regarding commission structure, tracking, payouts, and other important terms.

Commission Structure

- Standard Commission Rate: 5% of the retail price paid by guests
- Top Performer/Influencer Rate: 10% of the retail price paid by guests (by invitation only)
- Example Commissions (Standard 5% Rate):
 - The Art of Brunch Tour (\$210): \$10.50 commission per guest
 - The Culinary Evening Experience (\$310): \$15.50 commission per guest
 - Western Cultural Experience (\$330): \$16.50 commission per guest
 - Bloom & Unwind - Daytime Wellness Escape (\$850): \$42.50 commission per guest
 - Bloom & Unwind - Luxe Evening Experience (\$1,000): \$50.00 commission per guest
- Example Commissions (Top Performer 10% Rate):
 - The Art of Brunch Tour (\$210): \$21.00 commission per guest
 - The Culinary Evening Experience (\$310): \$31.00 commission per guest
 - Western Cultural Experience (\$330): \$33.00 commission per guest

- Bloom & Unwind - Daytime Wellness Escape (\$850): \$85.00 commission per guest
- Bloom & Unwind - Luxe Evening Experience (\$1,000): \$100.00 commission per guest

Referral Tracking

- Each affiliate receives a unique tracking code/link through our TicketHub system
- The tracking cookie window is 30 days from the initial click
- If a referred user books within this window, you receive commission
- All tracking and reporting is handled through the TicketHub platform
- Monthly reports are generated between the 1st and 5th of each month

Payout Schedule & Terms

- Payment Frequency: Monthly
- Payment Processing: By the 10th of the following month
- Minimum Payout Thresholds:
 - Monthly payout option: \$100 minimum
 - Bi-weekly payout option: \$150 minimum (available to high-volume affiliates)
- Balance Rollover: Unpaid balances below the threshold roll over to the next period
- Year-End Payment: Any remaining balance, regardless of amount, will be paid at year-end
- Payment Methods: Zelle or company check

Qualifying Transactions

- Commissions are earned only on completed tours
- Commissions are paid only after the client has paid in full
- No commission is paid on canceled bookings or refunded tours

- If a refund occurs after commission payment, the commission amount will be deducted from future payouts

Tax Reporting

- Affiliates earning \$600 or more annually must submit a completed W-9 form
- TIH Signature Tours will issue 1099 forms for all qualifying affiliates by January 31st of the following year
- Affiliates are responsible for reporting income and paying applicable taxes

Affiliate Obligations

- Affiliates must accurately represent TIH Signature Tours and our offerings
- No misleading information or false promises about tour experiences
- No spamming or aggressive marketing techniques
- No bidding on TIH Signature Tours branded keywords in paid search
- All promotional materials must comply with our brand guidelines

Program Modifications & Termination

- TIH Signature Tours reserves the right to modify this policy with 10 days' notice
- Either party may terminate the affiliate relationship with written notice with two business days.
- Violation of program terms may result in immediate termination and forfeiture of unpaid commissions

For questions regarding our affiliate program, please contact:

- Email: partnerships@tihtours.com
- Phone: (214) 856-2243

This policy is subject to change. The current version will always be available upon request.

—TIH Signature Tours Management