

## Social Care

Activity	Service Fee	Operation / actual fee / Vendor fee	Lead Time for completion	How things would be addressed
Booking of International tickets	\$ 25	Cost of Tickets	7 days	Tickets will be charged on actual basis based on airfares. We will get back with a quote within the indicated time and you can pay for it online as task fee before issuing tickets Guardian will not be responsible for last minute increase in fare from airlines or change in flight schedule. Tickets will be delivered to any location in Pune by courier or registered post. For ticket delivery outside India, courier charges will be extra. Service fees are per transaction and will not depend on number of tickets or on the number of people traveling.
Booking of Domestic Tickets	\$ 25	Cost of Tickets	4 days	Tickets will be charged on actual basis based on airfares. We will get back with a quote within the indicated time and you can pay for it online as task fee before issuing tickets Guardian will not be responsible for last minute increase in fare from airlines or change in flight schedule. Tickets will be delivered to any location in Pune by courier or registered post. For ticket delivery outside India, courier charges will be extra. Service fees are per transaction and will not depend on number of tickets or on the number of people traveling.
Booking of up-to Two Train Tickets	\$ 25	Cost of Tickets	7 days	Train tickets will be charged on actual basis based on railway fares. We will get back with a quote within the indicated time and you can pay for it online. Tickets will be delivered to any location in Pune by courier or registered post. For ticket delivery outside India, courier charges will be extra. Service fees are per ticket and do not depend on the no of people traveling on a single ticket. Guardian would not be held responsible for non availability of tickets. In such situation the service fee will refunded back deducting 4% service fee.

Booking of Three Train Tickets or more	\$ 25	Cost of Tickets	7 days	Train tickets will be charged on actual basis based on railway fares. We will get back with a quote within the indicated time and you can pay for it online. Tickets will be delivered to any location in Pune by courier or registered post. For ticket delivery outside India, courier charges will be extra. Service fees are per ticket and do not depend on the no of people traveling on a single ticket. Guardian would not be held responsible for non availability of tickets. In such situation the service fee will be refunded back deducting 4% service fee.
Car Hire for local travel	\$ 25	Cost of Car rent	4 days	We will arrange for a car on hire basis based on your requirements on the type of the car within the indicated time.
Air port pickup and drop off	\$ 25	Cost of Car rent	4 days	We will arrange for a car on hire basis based on your requirements on the type of the car within the indicated time. The air port pick up and drop off would be limited to either Bombay or Pune air port
Booking of Resorts / Hotels for holidays or stay in Pune	\$ 25	Hotel rates	7 days	We will do the booking at Resorts / Hotels in India on your behalf. The cost paid to the service providers will be separate and will be billed on actual cost basis.
Bank account opening	\$ 25	0	Not Applicable	We will assist you with the formalities in opening an NRE / NRO bank account in any of the bank in Pune. We will get back with the necessary details as required by the Banks within the indicated time and will follow up with the bank on your behalf.
Coordination with local branches / dependants	\$ 25	0	Not Applicable	We will coordinate with the bank's local branches to resolve any issues or requisition of any banking service within major cities on your behalf.
Closure of bank accounts	\$ 25	0	7 days	We will assist you with the formalities in closure of Bank accounts within Pune. We will get back with the necessary details as required by the Banks within the indicated time and follow up with the bank on your behalf.
Other	As per Estimate	As per Estimate	Not Applicable	Kindly Contact Guardian team for any other specific requirement