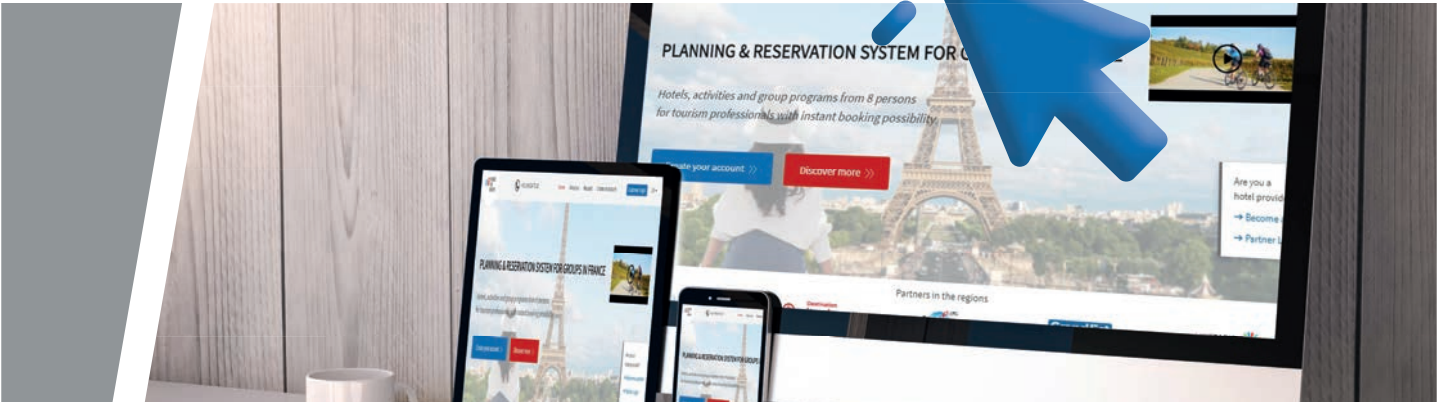


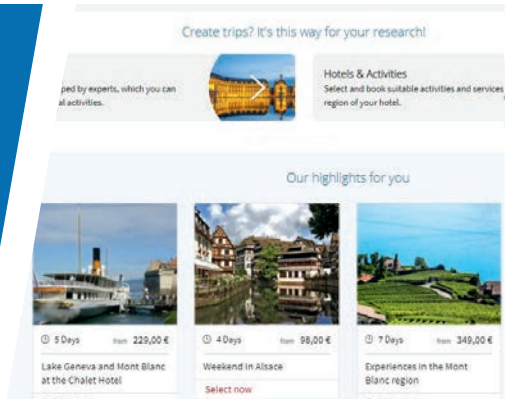


# GUIDE

FROM REGISTRATION RIGHT UP  
UNTIL THE BOOKING CONFIRMATION



## Planning and booking of group tours in France



 **FRANCE  
FOR  
GROUPS**  
the french planning &  
reservation system

get your group.  
powered by book group travel online

distributed by **TOUREN**  **FRANCE SAS SERVICE**

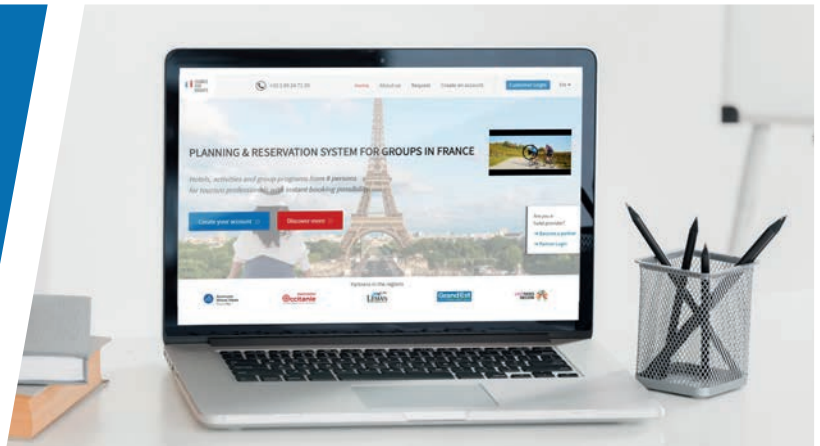


# BECOME A CUSTOMER

*Register as a customer*

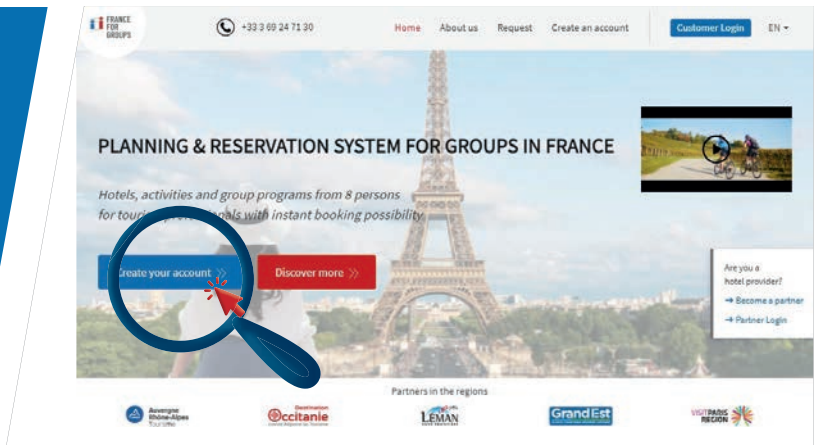
## STEP 1

Go to  
[www.france-for-groups.com](http://www.france-for-groups.com)



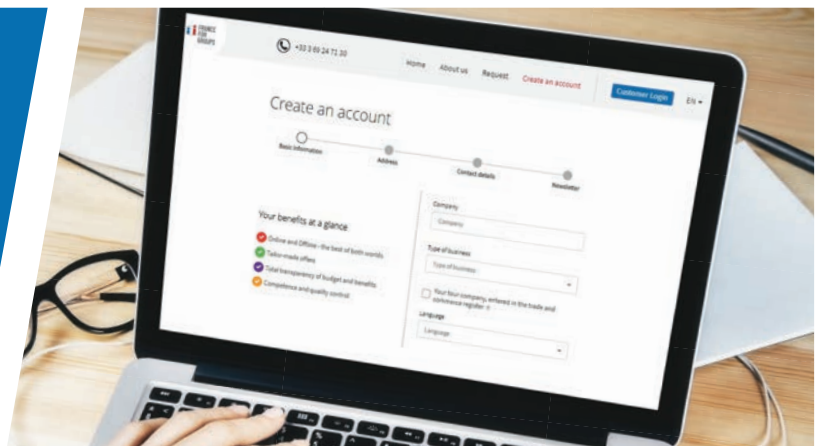
## STEP 2

Click on:  
*Create your account*



## STEP 3

Fill out the registration form with your personal details. After clicking on „*Register now*“ you will receive a confirmation email

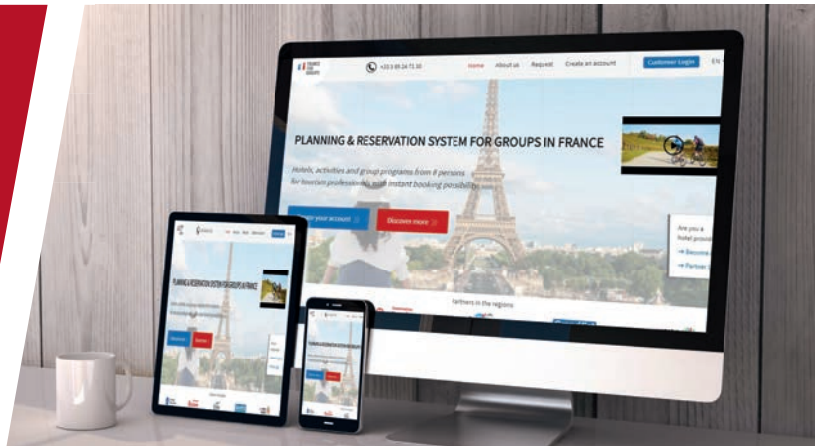




# CUSTOMER LOGIN

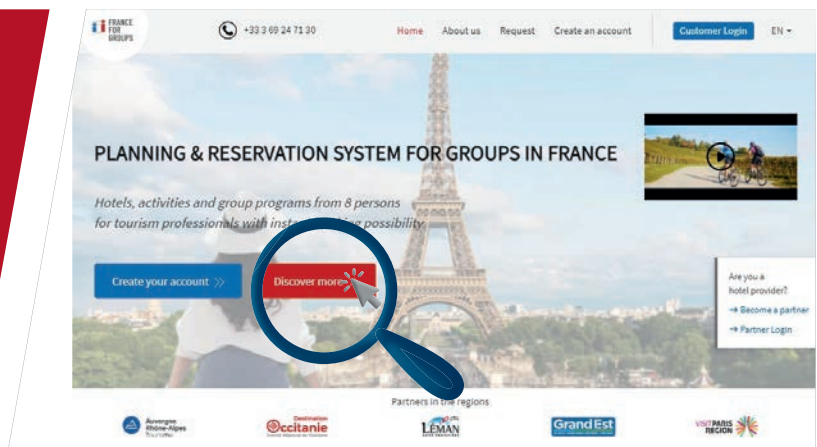
## STEP 1

Go to  
[www.france-for-groups.com](http://www.france-for-groups.com)



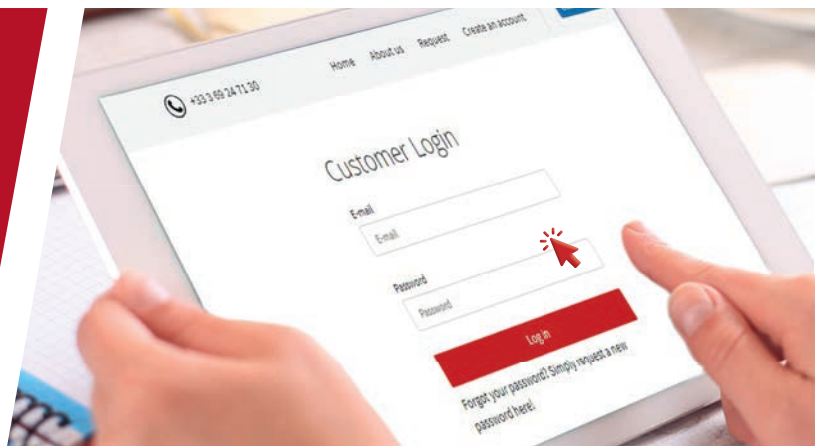
## STEP 2

Click on „Customer Login“



## STEP 3

Enter your personal email address and password.  
Now you have access to the innovative online travel products with group conditions in a system exclusively for professionals.





# HOTELS & ACTIVITIES

How to book a hotel and organise your own itinerary according to your desires

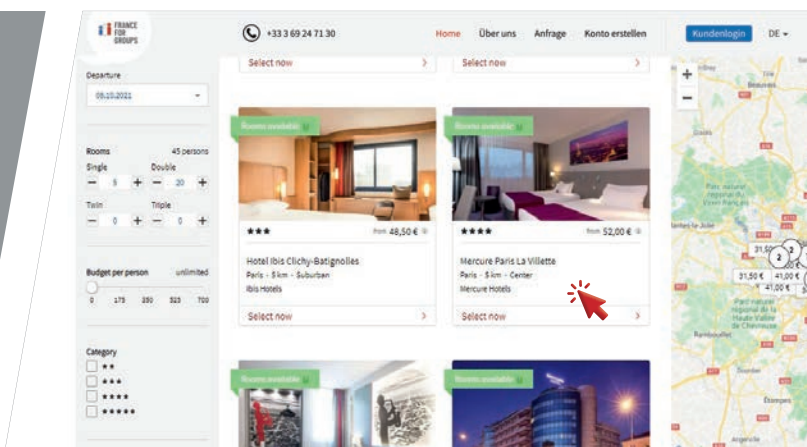
## STEP 1

In the main menu, go to „Hotels and Activities“.  
Fill out the relevant details in the search engine with your desired location, travel period and number of travellers then click on „Search hotels“



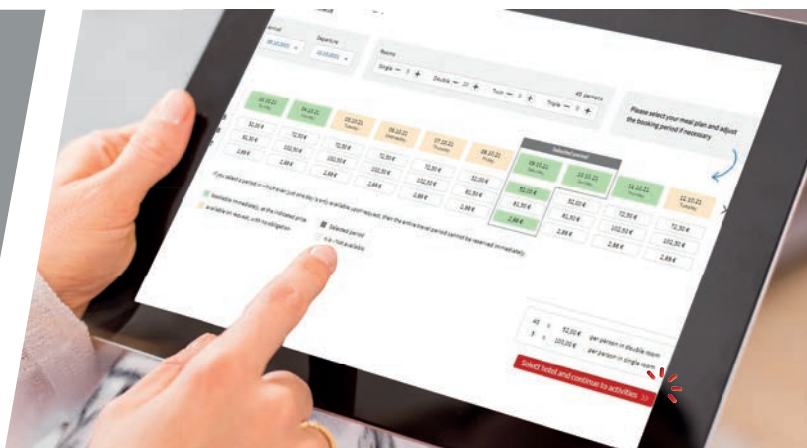
## STEP 2

Select your desired hotel from the list of hotels available and then click on „Select now“



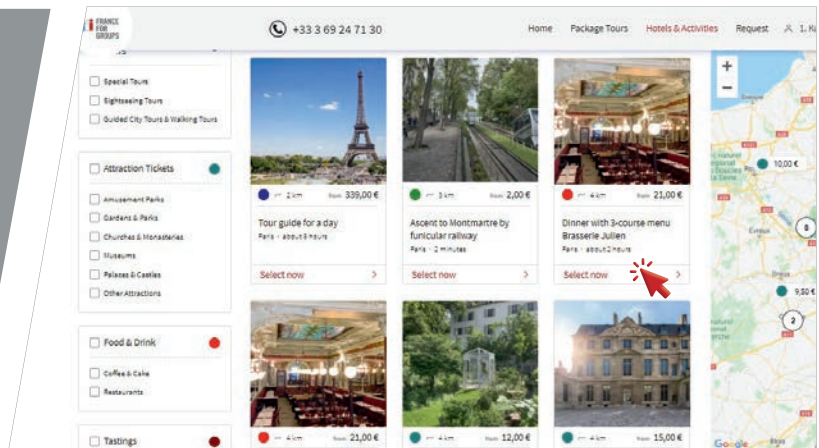
## STEP 3

Below the hotel description you will find a calendar view with available travel dates. Here you can select your meal plan by clicking on the relevant field. Then go to “Select hotel and continue to activities“



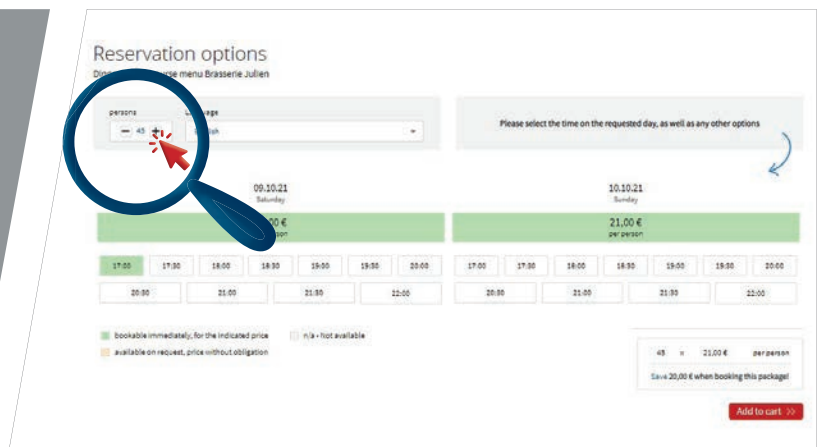
## STEP 4

You will then be shown a screen with recommended activities within the vicinity of your selected hotel. With the filters on the left-hand side you can define your search by topic. Select from the list a desired activity and click on „Select now“



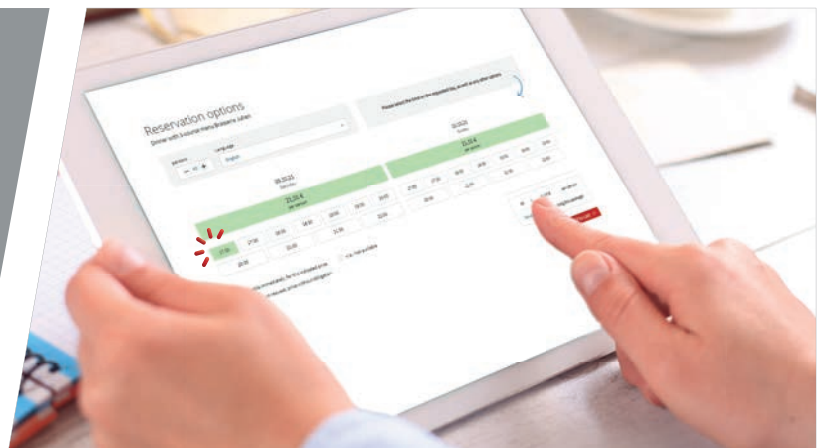
## STEP 5

Under the description and important information, you can select the number of participants and their spoken language.



## STEP 6

The calendar displays the availability. Once you have selected the arrival time and the desired date, save your activity by clicking on „Add to cart“.



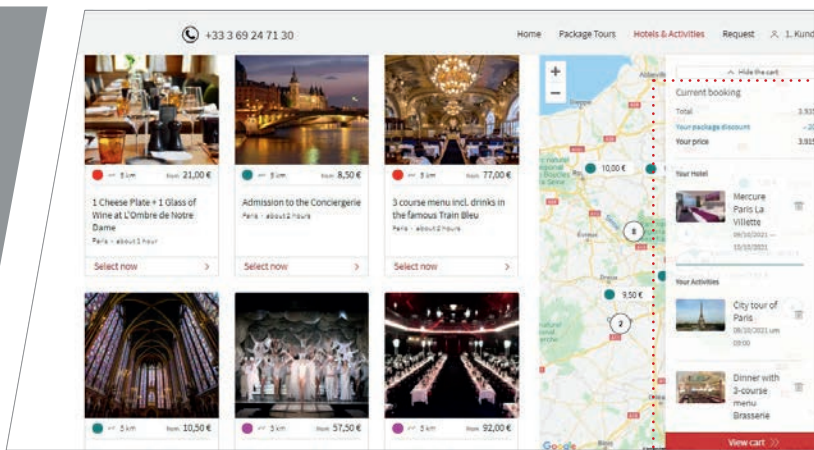


# HOTELS & ACTIVITIES

How to book a hotel and organise your own itinerary according to your desires

## STEP 7

Now choose the next activity. All selected activities can be seen by expanding the shopping cart display on the right-hand side.



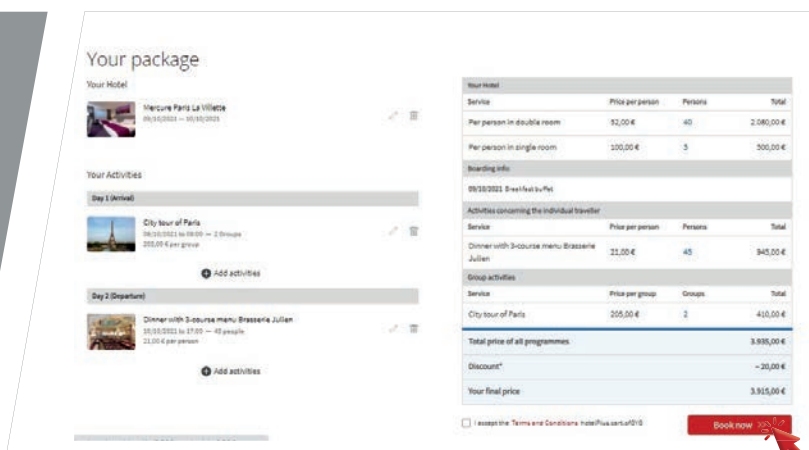
## STEP 8

Once your trip has been finalised and if you do not want to add any more activities, click „View cart“.



## STEP 9

Here, you can view each of the selected items and make any changes as necessary. Click on „Book now“ (or „Make a request“) to complete the process. You will receive a confirmation with all important information directly by email.





# PACKAGE TOURS

Booking package tours and adding additional activities

## STEP 1

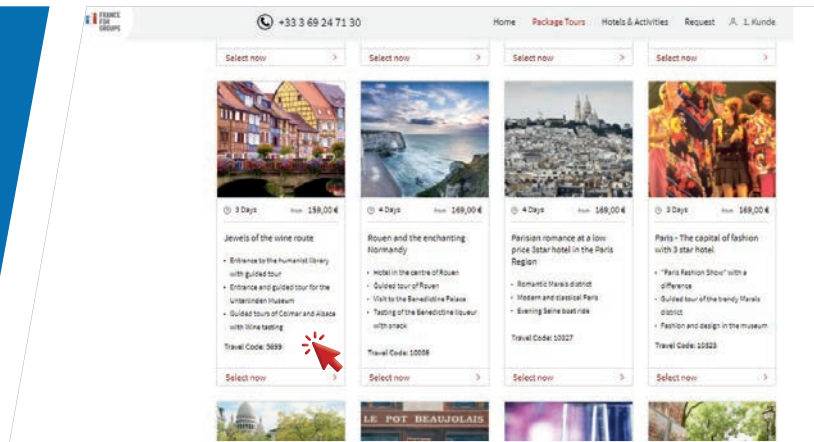
Click on „**Package Tours**“ in the main menu.

In the search engine enter your desired travel period and, if necessary, any other search criteria and then click on „**Search package tours**“. Entering the travel code in the search bar takes you directly to the package tour.



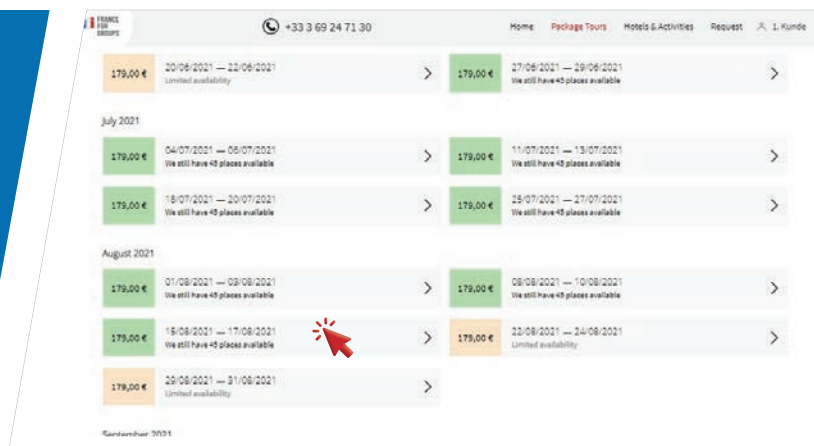
## STEP 2

Click on „**Select Now**“ under your desired journey in the overview.



## STEP 3

Underneath the tour description and specification you can check the availability of the journey with the corresponding tariffs. Simply click on your desired date.



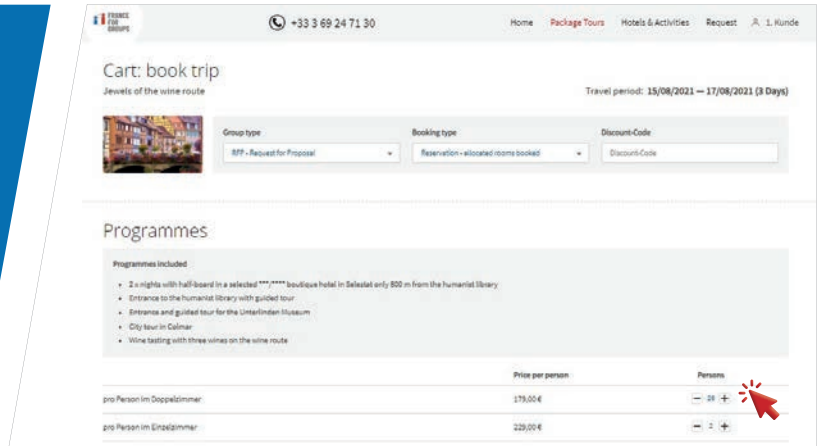


# PACKAGE TOURS

Booking package tours and adding additional activities

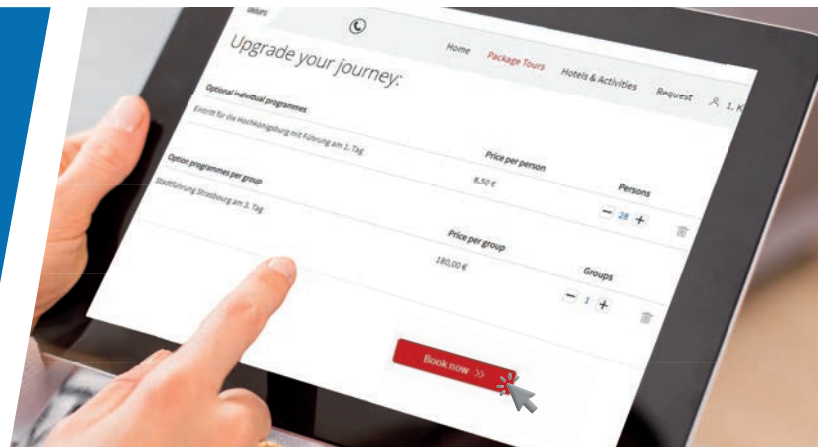
## STEP 4

In the summary you can individually select activities out of the optional programmes for your tour and adjust the number of participants accordingly.



## STEP 5

Click on „Book now“ (or „Make a request“) to finalise your booking. A confirmation email will be sent directly to the email address associated with your account.

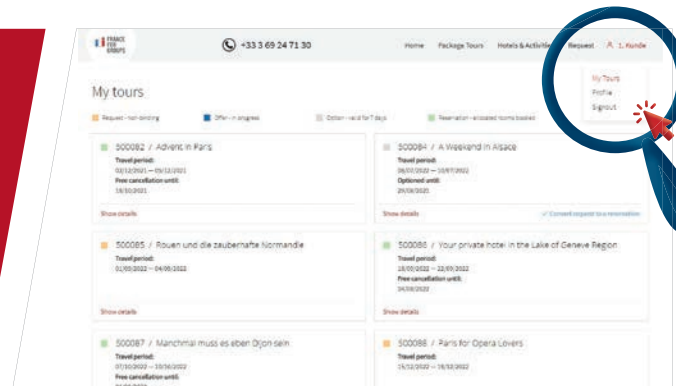


## MY TOURS

Keep the overview & benefit from advantages

- Track reservations, options, requests
- Adjust your booking status & cancel trips if necessary
- Download pictures & texts for free

You will find „My tours“ in your personal customer area of the menu bar.



Questions or comments?

Telefon: +33 3 69 24 71 30  
info@france-for-groups.com  
Touren Service France S.A.S.  
16a Rue des Maraichers | F - 67000 Strasbourg  
[www.france-for-groups.com](http://www.france-for-groups.com)

powered by  
**get your group.**  
Gruppenreisen online buchen

distributed by  
**TOUREN SERVICE** FRANCE SAS

WE'RE HERE FOR YOU!