QUALITY RECOGNITION
IN WEDDING TOURISM

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www.WeddingTourismSpecialist.com

IADWP
International Association of Destination Wedding Professionals

eb turismo

INVITATION

The International Association of Destination Wedding Professionals, IADWP and EB Turismo, in accordance with the Incorporation Guidelines for Quality Recognition in Wedding Tourism,

Invites service providers who wish to be included in the "Quality Recognition of Wedding Tourism", to participate in the incorporation process, subject to the following:

Conditions
Basic Definitions:

Promoters
Promoters of the "Quality Recognition for Wedding Tourism" are the International Association of Destination Wedding Professionals, IADWP, and the group of professional consultants operating under the name EB Turismo.

Recognition
The Quality Recognition in Wedding Tourism

Distinction
Insignia or emblem granted to the interested parties who show that they satisfy the guidelines for incorporation and/or permanence established for the Recognition.

The Distinction includes the name, image, logo, slogan and/or commercial phrase used as recognition, is identified by the acronym "WTS" and/or the denomination "Wedding Tourism Specialist".

Committee
Quality Committee, formed of representatives of the promoters for the purpose of establishing the guidelines for inclusion and permanence in the Recognition and issuing the invitation to participate in the incorporation and permanence processes. The Committee will also evaluate and assess the applicant's compliance with the guidelines and grant or remove the Distinction.

Incorporation Guidelines
Operating conditions for the services, processes and installations that must be satisfied for inclusion in the Recognition and to obtain the Distinction.

Technical File
File to be compiled by the parties interested in forming part of the Recognition, including documents and evidence demonstrating that the interested party satisfies the incorporation guidelines.

Technical visits
Random visits made by the Committee at the installations of the interested parties at a date and time agreed with the applicant during the incorporation and/or renewal process, in order to directly verify the information contained in the technical file.

Basic Requirements
Entry conditions that must be satisfied by applicants interested in participating in the Recognition incorporation process. This is indispensable in order to access the incorporation process.

Participants
Participants eligible for incorporation with the Recognition are wedding tourism service providers, both individuals and companies, such as Travel Agents and/or DMCs, Strategic Allies, Organizers, Venues and Banquet Service who voluntarily request incorporation in the Recognition.

- **Travel Agents and/or DMCs:**
  Individuals or companies who specialize in organizing romance travel for clients, either individuals, groups and/or companies, as well as honeymoons, destination weddings, engagement party and family moons. Their work is to plan and draw up itineraries of all kinds, simplifying and planning both individual and group travel, and to provide consulting services and travel packages.

- **Strategic Allies**
  Individuals or companies who provide Wedding Tourism services, such as musical groups, DJs, sound, lighting, artistic representations or shows, photography and professional video services, make up and stylists, drink and dessert bars, branding, decoration, flowers, furniture and equipment rental, private security, and valet parking services, among others.

  The Committee will determine which Strategic Allies can be considered as participants in the Recognition.

- **Organizers**
  Professionals, both individuals and companies who design, plan and coordinate weddings as wedding planners, event designers or destination wedding planners. These professionals consult with the client on planning and designing the experience, hiring, and supervising set up and the operation of the services to be used, and also coordinate wedding logistics, including supervise the different service providers and suppliers, before, during and after the event.

- **Venues**
  Sites where a wedding or any part of a wedding is held, such as hotels, restaurants, gardens, terraces, event salons, mansions, haciendas and ex-haciendas, ex-convents, museums, mines, wineries, historic or cultural areas, as well as social and/or sports clubs.

- **Catering Services**
  Individuals or companies that provide food and beverage service at weddings in the form of cocktails, banquets, receptions and/or events related to a wedding.

1. Incorporation process:

a. The incorporation process begins with the publication of the Invitation in the Recognition website and/or social networks, or in any other medium deemed appropriate by the Committee.

b. The Invitation establishes the steps that must be followed, dates and the responsible person, as well as how to obtain the incorporation guidelines.

c. Before initiating the incorporation process, the interested parties must accredit to the Committee that they satisfy the basic requirements for participation which are described in the Recognition web site: www.weddingtourismspecialist.com

   The interested party will confirm that it satisfies the basic requirements at the email: incorporacion@weddingtourismspecialist.com

d. Upon confirming that the interested party can participate in the incorporation process, the Committee will inform the interested party in writing within 15 days from receipt of the basic requirements that it can initiate the inclusion processed, subject to the terms of the Invitation as well as the inclusion guidelines.

e. The interested party will send a technical file within 30 calendar days of receipt of the notice from the Committee that it can start the incorporation process. The file will be sent by email to: incorporacion@weddingtourismspecialist.com, and contain documentary evidence that it complies with the incorporation guidelines, so that the Committee has the elements necessary to evaluate, assess and decide on its incorporation with the Recognition and use of the Distinction.

2. Review of the evidence

f. The Committee's Director of Operations will review the technical files with the documents presented by the applicant no later than 15 calendar days from their receipt and advise the applicant if the information provided does not comply with any of the requirements or if the information is incomplete. The applicant can provide any complementary documentation within 15 calendar days of receipt of the request for clarification.

g. The Director of Operations will likewise be available during the incorporation process to answer any questions or offer advice on incorporation and presentation of the technical file.

h. The Committee can make random technical visits, at a date and time agreed with the interested party.

i. After evaluating the application, the Committee will decide and confirm that the interested party has satisfactorily completed the guidelines to participate in the Recognition. It will confirm its incorporation in writing no later than 15 calendar days following receipt of the complete technical file assessed by the Director of Operations and authorize use of the Distinction and specify its effective period.

j. Interested parties who cannot complete the incorporation process within the times established in the Invitation, or who do not at that time comply with the guidelines, or whose participation in the Recognition has expired, can present their application again when considered appropriate.

k. The Recognition will remain in effect for one year and can be renewed annually, in accordance with the permanence processes.

In cases of force majeure or for extraordinary reasons determined by the Committee, the Distinction can be either temporarily or permanently withdrawn from any of the participants.

Incorporation Process Schedule

Incorporation Process	Maximum period for compliance (calendar days)
Launch of the Invitation (Committee)	Day zero
Accredit compliance with the basic requirements (interested party)	*
Approval to start the process (Committee)	15
Integration and sending of the technical file (interested party)	30
Initial review of the technical file (Committee)	15
Clarification and sending incomplete or missing information (Interested party)	15**
Final review of the technical file (Committee)	15
Issue opinion (Committee)	15

* There is no determined period for the interested parties to send evidence of compliance with the basic requirements.
** If necessary

A Confidentiality Agreement is established so that neither the Committee nor any of its representatives can under any circumstances request that the interested parties and/or participants provide any specific information on the clients, their guests, cost of the services provided or photographic or video material that could violate the privacy of the applicant and/or their clients.