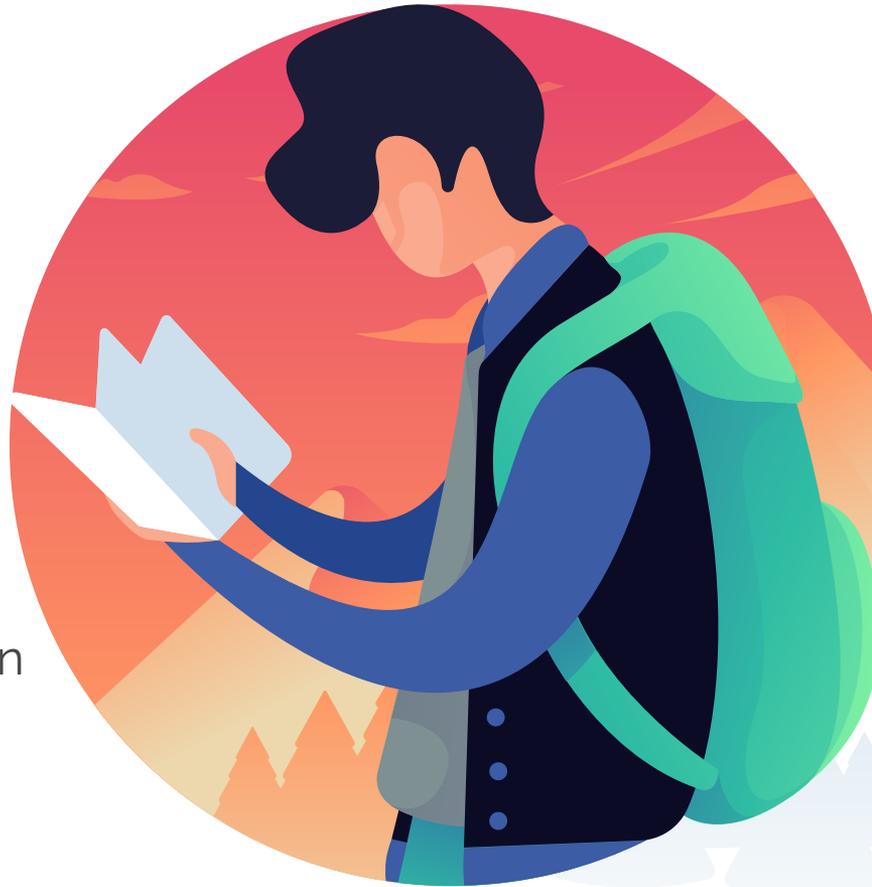


# Hosts

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Thinking of creating your own  
experience?

**Keep reading!**

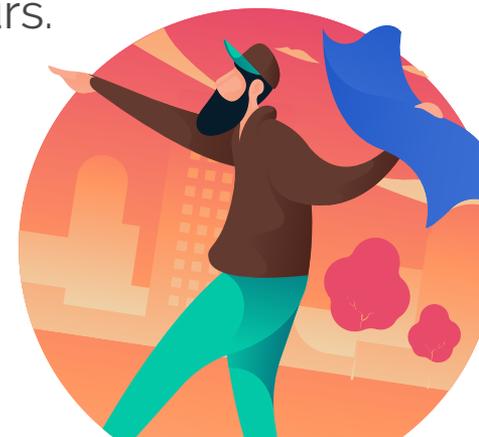


# What does the job entail?

Finding interesting places & activities that travellers would never be able to find on their own.

You'll be responsible for putting these ideas together on our platform & taking travellers on these unique experiences.

As a host, you set your own working hours, price, content, activities, and length of your tours.



# For Who is this job?

You are an ideal person to host an experience on InstaHop if you're a real expert on the topic of your passion. Whether you are a photographer, history-buff, big time foodie, or anything in between, you are great for us! We want a host with a passion for travel, but not only travel....someone who is passionate about everything else that comes with the job: meeting new people, constantly learning about their city, getting around, fun facts, cultural customs, and hidden gems.

You are also self-driven, authentic, outgoing, and have a genuine desire to provide a happy and memorable experience for our travellers. **Quirky is encouraged, and creativity is the name of the game!**

# How do I become a host?

## 1 Apply

i. We want to get to know the real you. The application process is designed so that we understand what makes you tick so that we can match you with the guests that you'll enjoy spending time with.

## 2 Review

i. We got your back! Once you've applied we will review your profile & give you feedback based on what works and doesn't, so that you can create experiences that wow our guests.

## 3 Refine experiences

i. Make it shine! Take the awesome experience that you've created and make it even better with our feedback and support.

## 4 Get approved

i. The A-OK! Once everything is in place we'll start showcasing your experience globally.

## 5 Host away!

i. We'll match you with guests, and then it's your time to have fun. Be your best self: friendly, personable and focused on creating memories.

## 6 Get paid

i. We'll make sure you get paid quickly. We transfer you outstanding transfer systems based on the host's regional requirements.

Why host with us?

Work **WHEN** you want

Earn **WHAT** you want

Host **HOW** you want

# Why host with us?

- Share your story
- Find your community
- Make a positive impact on the lives of travellers worldwide
- Build your travel network & have fun doing it
- Get paid to do what you love most
- Work with a team of global travel professionals that supports you every step of the way

# What to expect from us

- ✓ **Resources:** We give you the online and in-person resources to develop an amazing and customized experience on our platform.
- ✓ **Photography Session:** We provide you with a free photography and videography session to help capture the essence of your experience and maximize the exposure of your offering.
- ✓ **Easy admin:** InstaHop allows for easy scheduling and viewing of your upcoming experiences, as well as seamless transfer of all customer payments to your account. o **Marketing:** Our multi-channel marketing (social media, paid advertising, and partnerships) provides an easily accessible avenue for travellers to find and book your experiences.
- ✓ **Marketing Analytics:** We provide you with free market data on how much traction your experience is receiving. This data includes experience views, the location of page visitors, and several other categories.
- ✓ **Security:** Our guest cancellation policy protects hosts in the case of late-notice cancellations or 'no-shows'.
- ✓ **Support:** We are always here to help answer any questions or concerns.

# FAQs

- **How does the booking process work?**

Once you've listed your experience(s) on InstaHop, guests will be able to make a booking directly on the platform based on the availability you indicated. The booking is confirmed automatically once the guest completes the booking process on the website and you get an immediate email notifying when and by whom your experience was booked. After that, the guests complete Personalization Survey and we share their profile with you.

48 hours before the scheduled tour, we put you two in touch so you can discuss further details.

- **How do guests pay for their tours?**

Guests pre-pay for the experiences on our website. This ensures that in the event of a last minute cancellation or no show, we can give the hosts the entire money owed to them. This is also done to ensure that if the host cancels the booking we are able to refund the payment to the guest. For more details please review our cancellation policy.

# FAQs

- **What's the cancellation policy?**

**For guests:**

- If the booking is canceled by the host you receive 100 % refund.
- If you cancel the booking as a guest More than 48 hours before the experience date we will refund 100 % of the total price.
- If you cancel the booking as a guest Less than 48 days before the experience date: The host will be fully paid, you won't receive a refund.

**For hosts:**

- If the booking is canceled by the host, the guest receives 100 % refund.
- All bookings must be confirmed within 48 hours. If you reject or don't confirm within this time range, the booking request expires and no payment will be made to you.
- If the booking is cancelled by the guest more than 48 hours before the experience date you won't receive any payment.
- If the booking is cancelled Less than 48 before the experience date: you get your full share of the booking amount.

# FAQs

- **What method of payment is used for hosts & at what frequency?**

We transfer the payment to the hosts every 2 weeks. We have multiple payment transfer systems based on the host's regional requirements.

- **Is the tip included?**

There are wide cultural differences when it comes to tipping globally. We ask our hosts to price the experience assuming there will be no tip over the cost of the experience. Some travellers will give tips and some won't. We strongly request the hosts to not ask for tip sat any point during or after the experience.

- **Are hosts able to submit any expenses to InstaHop for reimbursement..e.g. extra insurance or fuel costs?**

It is your responsibility to include all the costs of providing the experience in the price that you set. InstaHop does not cover any expenses incurred by the host that weren't listed at the time of the given booking. Please make sure that your experiences state clearly what is included and what's not included in the price.

# FAQs

- **Do I need a tour guide license to take my guests to public areas or monuments in or around the city?**

This depends on the type of experience you are thinking of offering and your local laws and regulations. It is your responsibility as a host to make sure you comply with local laws and regulations. If you are unsure about how local laws may apply to you or your experiences, we encourage you to check with official sources or seek legal advice.

- **Can I have a multi-day experience on your platform?**

Yes, the length of the experience is determined by you and you can create multi-day experiences. Please make sure to mention if accommodation and food is included as a part of the experience.

Thinking of creating your own experience?  
Getting started is simple - all you have to do is sign up as a host on InstaHop's website, then follow the instructions provided!

Head over to <https://www.instahop.io/> and register through Facebook or with your email and password.

