



SERVICE OVERVIEW

SERVICE OVERVIEW FOR [CLIENT NAME]

YOUR CORPORATE RELOCATION CONCIERGE

We take care of every detail, so that wherever you are, you can focus on the most important things in the world – your own matters.





EWW IN A NUTSHELL

SCOPE OF SERVICE AND OPERATIONS

 request@exclusiveworldwide.eu

 +48 690 157 174

 exclusiveworldwide.eu

EW IN A NUTSHELL

SCOPE OF SERVICE AND OPERATIONS

SCOPE OF SERVICE

OPERATIONS



Corporate Housing Provider

since 2018

- Accommodation in key business locations across EMEA, actively expanding reach in APAC and Americas.
- Specializing in remote and difficult locations, vast experience with group and project moves.
- Flexibility in providing housing options tailored to client industry and business objectives (e.g. serviced Apartments, autonomous houses, co-living spaces, worker hotels, other).



Destination Service Provider

since 2020

- Comprehensive immigration and destination services offer for Polish market.
- Expansion into Ukraine in 2025



20+ Members of Business Operations Team

- Team members dedicated to servicing B2B and Agency requests, responsibility for full reservation and communication process onwards.
- Dedicated team members for APAC and Americas working in local timezones; dedicated project team for Ukraine market.



Supporting roles

- Supply Chain - supplier onboarding & compliance, maintaining data accuracy in system
- Client Experience - client & guest satisfaction metrics, cases / escalation issue mitigation & reports.
- After-hours / weekend / holidays Guest Service support **(24/7)**





OUR 2023-2025

GLOBAL FOOTPRINT

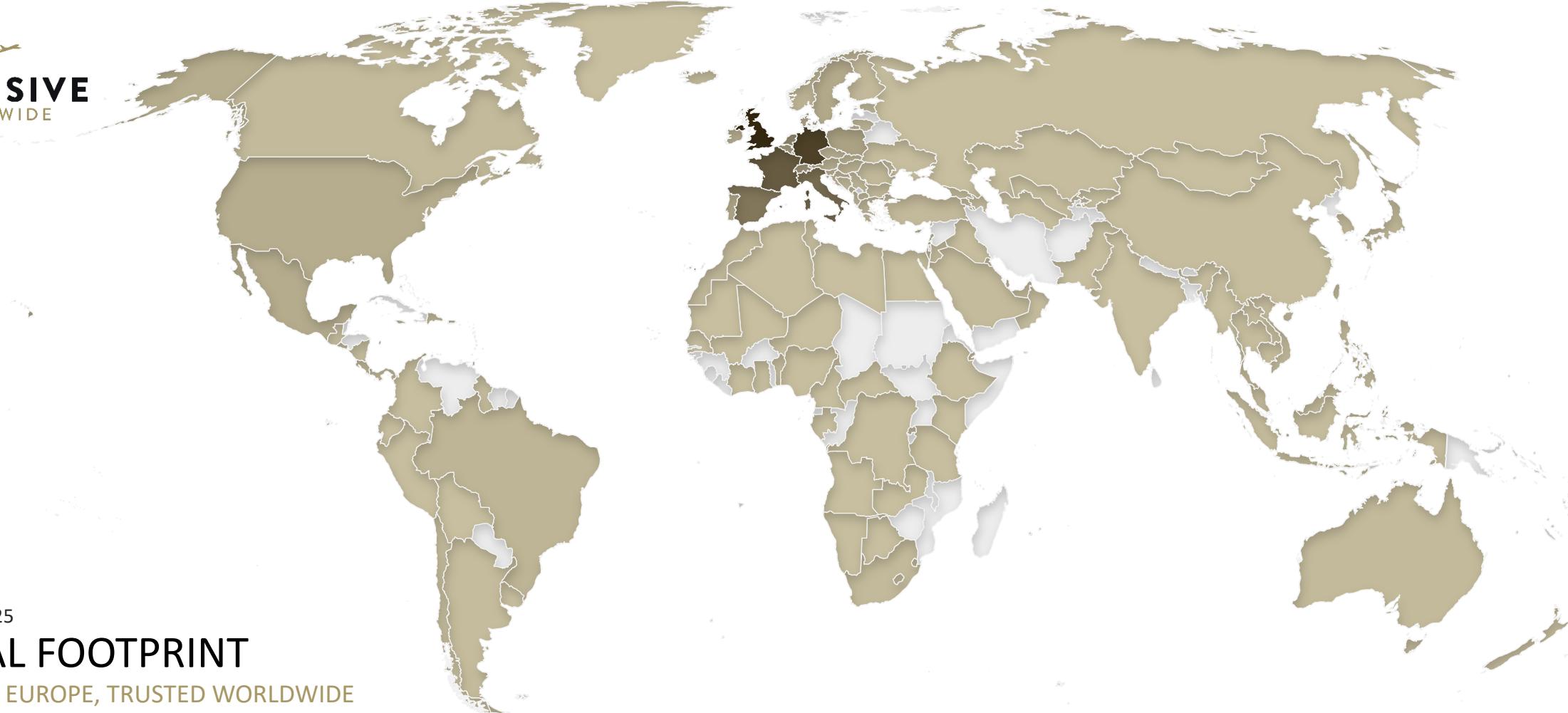
ROOTED IN EUROPE, TRUSTED WORLDWIDE

none | low | high

300+
Companies Served Globally

3000+
Cities Around the World

150+
Countries Reached



EWW IN A NUTSHELL

HOW OUR BOOKING SYSTEM WORKS



STEP 1

Send us your inquiry

Reach out to us via email with the essential details: location, dates, number of people, budget, parking needs, any other specific requirements.

request@exclusiveworldwide.eu



STEP 2

Dedicated contact person

After receiving your inquiry, we'll assign you a dedicated point of contact who will take care of all the details and create the best possible offer for you.



STEP 3

Receive your offer

You'll get a customized offer with all the important information, such as property details, pricing, payment terms, and cancellation policies.



STEP 4

Make your decision

You'll get a customized offer with all the important information, such as property details, pricing, payment terms, and cancellation policies.



STEP 5

Confirmation and invoice

After you confirm, we'll send you the invoice and all the necessary details for check-in.



STEP 6

Ongoing support

Throughout the process, our team and Guest Service will ensure that everything goes smoothly and assist you with any questions or issues along the way.

REQUEST TRACKING

HOW WE MANAGE YOUR REQUESTS

Caretaker of Request Distribution

Each enquiry is swiftly assigned to caretaker, handled and fully tracked throughout the process. **Your company will receive dedicated assignees for servicing requests.**

Response Time Tracked from The First Click

Response time is tracked **from the moment of enquiry creation from client side up to submitting first option**. We aim to provide initial offer within 4h (*may vary for very remote or more complex moves, faster for regular locations*).

Extended Request Data Collection

Besides basic request details (*such as enquiry contents, location, special requests, etc.*), we also collect data on the clients or agencies with duplicated incoming enquiries (*if applicable*), the name of the final B2B client, and the relocation company (*if involved*).

Status	Offers	Assignee
 OFFERING ➤	  	 Julia Wypych

 OFFERING ➤	  	 Anastasiia Savvina
--	---	--

 OFFERING ➤	  	 Patrycja Hamrysza
--	---	---

 OFFERING ➤	  	 Paulina Pochroń
--	---	---

 OFFERING ➤	  	 Justyna Winarska
--	---	--

 OFFERING ➤	  	 Anna Bublikova
--	---	--



SUPPLY CHAIN, OFFERS & SERVICE QUALITY

OUR SERVICE DELIVERY PROCESS

request@exclusiveworldwide.eu

[+48 690 157 174](tel:+48690157174)

 exclusiveworldwide.eu

SUPPLIER NETWORK & CAPABILITIES

OUR SUPPLY CHAIN



PET FRIENDLY APARTMENT?

WE WILL CARRY YOUR EMPLOYEE'S CAT
SO HE* CAN FINISH PROJECT CALMLY.



* the employee will finish project, not the cat

Tailored offers powered by the EWW platform

Comprehensive apartment & property database with smart filtering.

100+ configurable attributes to choose from and full flexibility to adjust the offer to your needs.



Verified global supplier network

Long-term partnerships with trusted and verified suppliers around the world. Group bookings, in-person visits and a strong focus on relationships and transparency.

OFFER OVERVIEW

OUR SUPPLY CHAIN

Correos 1-bedroom Apartment, Barcelona, Spain



Address: C/ d'en Gignàs, 26, 08002 Barcelona, Spain, Europe

1-Bedroom

1 bedroom/s | 1 bed/s | 1 bathroom/s

[PRESS HERE for Property & Apartment details](#)

NET per night (VAT not included)	140 EUR/unit
GROSS per night VAT NP	140 EUR/unit
DATES 15.06.2025 - 14.07.2025	NO. OF NIGHTS 29
NO. OF APARTMENTS 1	NO. OF GUESTS 2
CHARGEABLE NIGHTS 29	
CANCELLATION POLICY	
Free cancellation is possible 14 days before the check-in. After this, the reservation is non-refundable.	
NET / total (VAT not included)	4060 EUR
Agent's commission included:	0 EUR (0%)
GROSS / total VAT NP	4060 EUR
Payment terms (based on the invoice): 7 days	



Boleslawiec
Poland

[View](#)



Bratislava
Slovakia

[View](#)



Angeles City
Philippines

[View](#)



Tarragona
Spain

[View](#)



Stavanger
Norway

[View](#)



Lyon
France

[View](#)



Windhoek
Namibia

[View](#)



Aguascalientes
Mexico

[View](#)

 First view upon opening personalized link shows summary of reservation conditions, for more information click „Property and Apartment details“ button


EXCLUSIVE
WORLDWIDE

OFFER OVERVIEW

OUR SUPPLY CHAIN

Photos & Files

Each offer comes with high-resolution photos, including the option to download them in bulk. The full offer is available as a print- and download-friendly PDF – with or without pricing and reservation conditions.

Content

Each offer also contains a full property and apartment description, including FAQs about apartment features, a detailed list of what's included, and all relevant property and apartment attributes. A map with address and GPS coordinates is also provided.

Customisation

The online (interactive) version of the offer can be customized, allowing you to show or hide specific elements such as prices or reservation conditions depending on the client.

Try it yourself 

 You'll find all options in the top navigation bar.



Bergensens 2-bedroom Apartment, Stavanger, Norway

2-Bedroom | 2 bedroom/s | 3 bed/s | 1 bathroom/s

Bergensens Apartments are based on the south of Stavanger, 2km from city center, and close to the fjord. Near the apartment guests can find parks, hiking trails, playgrounds, and Lindahlsbakken train station. Property features a lift, parking (subject to availability and additional charge), and roof terrace on the 5th floor.

Bergensens 2-bedroom Apartment consists of a living room with sofa, TV and coffee table, a fully equipped kitchen with a stovetop, oven, dishwasher, fridge, coffee maker, toaster, kettle, as well as kitchen utensils and crockery; 2 bedrooms (double bed, 2x single bed) and 1 bathroom (shower). The Apartment is fully furnished and features TV, WiFi, dining area, washing machine, working space, hair dryer, balcony. Area approx.: 55sqm.

Apartment information

Address: Consul Sigval Bergesens, 4016 Stavanger, Norway, 4016 Stavanger, Norway
Number of bedrooms: 2
Number of bathrooms: 1
Apartment size: 55 m² (592.02 ft²)
Pet friendly: Yes
Registration possible: Yes

Pricing and additional information

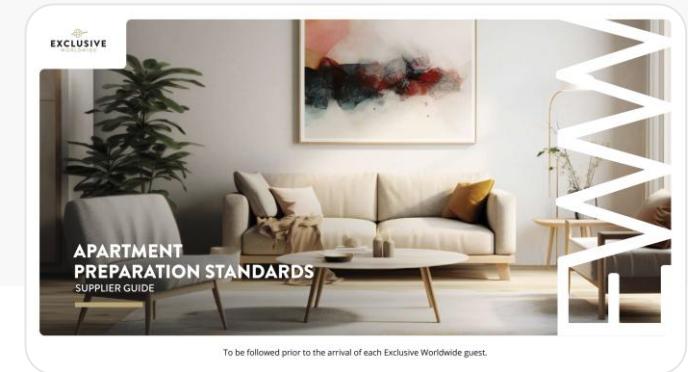
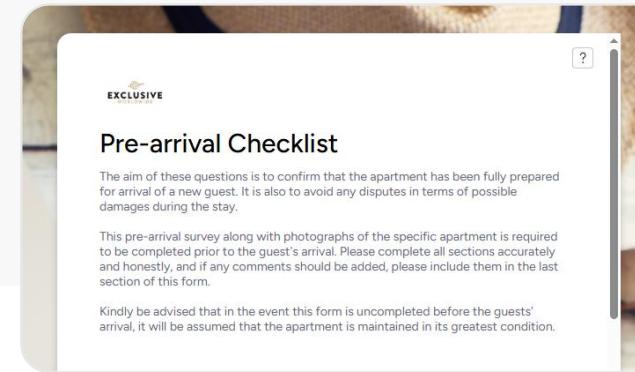
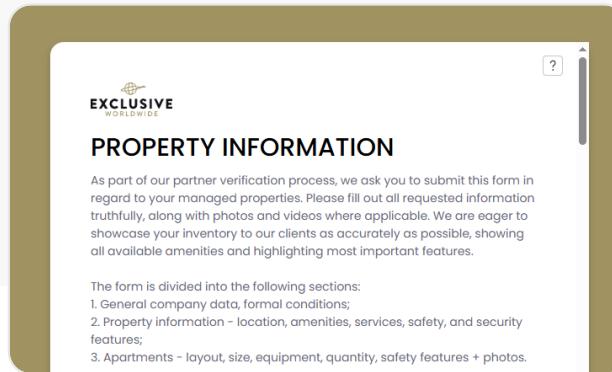
Price includes:

- Taxes associated with accommodation (excluding city tax and other climate fees)
- Utility costs (water, electricity etc.)
- Weekly cleaning
- Final cleaning

NET per night (VAT not included)	176 EUR/unit
GROSS per night	176 EUR/unit
VAT NP	
DATES 23.05.2025 - 21.06.2025	NO. OF NIGHTS 29
NO. OF APARTMENTS 1	NO. OF GUESTS 4
CHARGEABLE NIGHTS 29	
CANCELLATION POLICY	Free cancellation is possible 10 days before arrival. After that, the reservation is non-refundable
NET / total (VAT not included)	5104 EUR
Agent's commission included:	612.48 EUR (12%)
GROSS / total	5104 EUR
VAT NP	
Payment terms (based on the invoice):	7 days

ONBOARDING AND COMPLIANCE

OUR SUPPLY CHAIN



Supplier onboarding

In addition to traditional in-person and online meetings, suppliers can complete a vetting form via link or QR code – available in multiple language versions.



Inspection

For every reservation, an EWW Inspection Form is required. Its contents are recognised and approved by all major agencies and can also be accessed via link or QR code.



Apartment preparation

With every booking confirmation, suppliers receive a standard apartment preparation checklist, based on the established apartment preparation standards.



OFFER OVERVIEW

OUR SUPPLY CHAIN



Data Collection

- Each guest-service case is registered – from issues to any special Reservation request. Cases are measured across multiple dimensions – including type, escalation rate, location, solution and resolution time, responsibility area, and more.
- Trends are tracked and actions are taken accordingly, while continuous improvement remains a key focus.



Proactive Actions

- Suppliers receive ongoing training on required service standards, both before and after reservations
- We prioritize safety. In higher-risk areas, top-tier service is ensured, suppliers are rigorously vetted, and guests are provided with local safety guidance and practical tips
- Multilingual supplier guides ensure accommodation standards are aligned with expectations.





SIMPLE SUSTAINABILITY IN CORPORATE HOUSING

BY EXCLUSIVE WORLDWIDE

 request@exclusiveworldwide.eu

 +48 690 157 174

 exclusiveworldwide.eu

SOCIAL AND ENVIRONMENTAL SUSTAINABILITY

RELOCATION AND CORPORATE HOUSING



Eco-friendly partnerships

Preference and promoting eco-friendly partners by working with property and destination service providers who offer energy-efficient solutions, smart systems, waste segregation, or use of renewable energy.

Low-emission locations

By recommending, whenever possible, housing options located near the workplace or well-connected by public transport, helping to reduce dependence on car travel.

Helping guests settle in

Support for relocating individuals and families by assisting newcomers in understanding the local culture, navigating essential services (e.g. healthcare, education, administration), and building a sense of belonging in their new environment.

Well-being & inclusivity

Focus on well-being and inclusivity by prioritising the comfort, safety, and well-being of individuals and families we assist, paying special attention to their unique needs, including those of children, single parents, or people relocating alone.

Local community collaboration

Collaborations with local service providers by building relationships with local businesses, educators, legal advisors, and medical professionals, ensuring our clients receive quality, community-rooted support while contributing to the local economy.

SIMPLE SUSTAINABILITY IN SUPPLY CHAIN

PROMOTION AND VISIBILITY

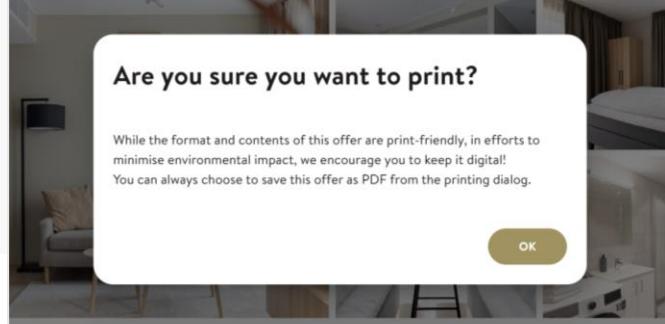
Sustainability initiatives

-  Waste recycling
-  EV charging station
-  Public transport stop nearby
-  Bike rental on-site or nearby



RECYCLING AND LIMITING WASTE

Engaging in recycling and reducing individual waste contributes to mindful usage of natural resources, maintaining a clean environment, and is one of the simplest ways of developing every-day sustainability habits. This may include:



Are you sure you want to print?

While the format and contents of this offer are print-friendly, in efforts to minimise environmental impact, we encourage you to keep it digital! You can always choose to save this offer as PDF from the printing dialog.

OK

Supplier onboarding

All sustainability-related initiatives are clearly marked in both property and apartment views, allowing clients to easily select environmentally-responsible options.

Take a look



Simple sustainability in practice

A simple sustainability guide is available for our guests, offering a few easy, effortless ways to act more sustainably during their stay without compromising comfort.

Get our guide



Digital formats & paper reduction

All offers and documents are available in digital format. We encourage clients to use the digital version whenever possible to reduce paper use and save natural resources.

SUSTAINIBILE PROPERTIES AND APARTMENTS

OVER 30 ATTRIBUTES TO CHOOSE FROM

Building & Infrastructure

- Use of renewable energy in building
- EV charging station
- LEED certified building
- BREEAM certification
- Local certification (e.g. GBS or other)
- Carbon-reduction property initiatives
- Double-glazed windows
- Built-in water filters or purifiers
- Smart thermostat
- Temperature limit to reduce heating usage
- Use of renewable energy (general)
- Common garden for tenants (herbs/vegetables)
- Waste recycling
- Composting



Sustainability practices & guest experience

- Energy efficient appliances
- Energy saving light bulbs
- Refillable toiletry dispensers
- Dedicated bins / bags for waste segregation
- Local or organic welcome package for guests
- Guidelines encouraging sustainable living practices during the stay
- Digital guides or manuals for guests
- Common green area / terrace for tenants
- Operator participation in local sustainability initiatives
- Air purifier device
- Air-purifying plants
- Curtains / blinds for thermal insulation improvement



Mobility & Local transport

- Public transport stop nearby
- Free bike or LEV storage on-site
- Bike rental on-site or nearby
- Light electric vehicle rental on-site or nearby

SUSTAINABILITY AT EWW

ENVIRONMENTAL & SOCIAL ACTIONS

Internal diversity & inclusion

We create a respectful, inclusive and equitable workplace. Our team reflects different cultures, languages and experiences, and we actively support equal opportunity in recruitment, career development and decision-making processes.

Employee engagement & social responsibility

We encourage employees to take part in local volunteering and educational initiatives, while also supporting broader charity and donation programmes as a company.

Sustainable commuting

We promote the use of public transport and bicycles for daily commuting – supported by the fact that our office is located in the city centre.

Reducing our operational carbon footprint

We minimise our environmental impact by using digital documentation, providing remote client services, reducing business travel and encouraging hybrid / remote work within the team.

Waste & plastic reduction

We foster a low-waste culture by promoting waste segregation, limiting single-use products, encouraging the use of reusable items and supporting eco-conscious behaviour among employees.



GENERAL (INTERNAL) SYSTEM OVERVIEW

SECURITY, INFRASTRUCTURE & RELIABILITY

 request@exclusiveworldwide.eu

 +48 690 157 174

 exclusiveworldwide.eu

GENERAL SYSTEM OVERVIEW

SECURITY, INFRASTRUCTURE & RELIABILITY

Security & Compliance

- ✓ Full OWASP ZAP audit by two independent entities, further or alternative testing possible upon request.
- ✓ Hosted on OVHcloud (EU-based), fully GDPR compliant.
- ✓ OVH provides real-time threat monitoring and robust security protocols.

Authentication & Data Handling

- ✓ Full OWASP ZAP audit by two independent entities, further or alternative testing possible upon request.
- ✓ Hosted on OVHcloud (EU-based), fully GDPR compliant.
- ✓ OVH provides real-time threat monitoring and robust security protocols.

Application Architecture

- ✓ Access via secure cloud URL
- ✓ Web & mobile apps operate as thin clients (no local data storage)

Network & Access Control

- ✓ Inbound traffic via HTTP (80) and HTTPS (443)
- ✓ Dual-layer filtering: Proxmox filter + dedicated firewall
- ✓ Public SSH access managed securely

Backup & Recovery

- ✓ Inbound traffic via HTTP (80) and HTTPS (443)
- ✓ Dual-layer filtering: Proxmox filter + dedicated firewall
- ✓ Public SSH access managed securely

Third-Party Tools

- ✓ Microsoft Office 365
- ✓ Windows 11
- ✓ PowerBI
- ✓ Monday.com



WHY CHOOSE EXCLUSIVE WORLDWIDE OUR COMPETITIVE EDGE

request@exclusiveworldwide.eu

[+48 690 157 174](tel:+48690157174)

 exclusiveworldwide.eu

WHY CHOOSE EXCLUSIVE WORLDWIDE

OUR COMPETITIVE EDGE



Expansion of existing supply chain diversity

No dedicated onboarding needed, as EWW has years of experience with corporate housing requests.

Business expansion

EWW expands into new markets and client industries, with specific housing and / or immigration needs.

Flexibility in software and reporting

Due to sole ownership of EWW system, allowing dynamic customization of supplier / offer modules, reservation data reporting, or integration with existing client software via API.

Cost and response time optimization

On average **10-18% better rates on selected locations**, with housing offers received directly from the source.

WHY CHOOSE EXCLUSIVE WORLDWIDE

OUR COMPETITIVE EDGE

Relocation isn't the goal – it's a way to get there

We know relocation isn't the point – it's just a step in helping your business move forward. That's why we don't just focus on bookings or logistics. We make sure relocation works for your business: engaged teams, clearer communication, streamlined processes – and less hassle for you.

We think in processes, not tasks

We spot inefficiencies, map out solutions, and focus on making things flow – quickly and effectively. We track the right KPIs and work to improve them.

We stay flexible

We don't stick to procedures for the sake of it. We adapt and adjust – fast – so your plans don't fall behind when things change.

We simplify complexity and keep things organized

You get the information you need, when you need it. We use real-time dashboards and clear reports to keep everything transparent and useful.

We're always improving

Thanks to our Kaizen mindset, we keep learning, developing our team, and improving how we work with you.



REQUESTS & BOOKINGS

request@exclusiveworldwide.eu
+48 690 157 174

GENERAL SALES MANAGER

Aleksandra Sroka
request@exclusiveworldwide.eu

VISIT OUR WEBSITE

www.exclusiveworldwide.eu

Exclusive Worldwide 2025



Let's save trees. Please consider the environment before printing this document.