

## WHY USE PARTNERS TRAVEL MANAGEMENT?

- To coordinate all the details for a seamless trip
- To remedy problems travelers may face with delays or hitches in plans
- To save time and money with perks from our global travel partners
- To alert you and your travelers of airline policy changes and required travel documentation
- To monitor your employees' travel expenses and put them in a single reporting source

We are your partners in travel, dedicated to making your employees' travel experiences as seamless as possible.



**Partners Travel Management, Inc.**  
 TTC Portland – Tzell Travel Group  
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**ftc.** hosted by **The Travel Collaborative**,  
 a branch of the **Tzell Travel Group**

*Partners Travel Management is hosted by Boston-based The Travel Collaborative, a branch of the Tzell Travel Group (a division of Travel Leaders Group). Tzell/Travel Leaders is one of the nation's largest travel management companies and is ranked #1 by Business Travel News.*

### Concur Service & Support Center

844-445-3330  
 Domestic Toll-free

207-805-3340  
 International Direct Dial

### OUR PARTNERS:



# Redefining Corporate Travel: IT'S WHAT WE DO BEST.



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## YOU COULD DO IT YOURSELF ...

It's true. There are many online booking sources that offer really good deals for your employees — if they catch them at the right time. It's convenient to book from a smartphone, laptop or tablet when your travelers are on the go.

So what's the problem? Flight, car and hotel are confirmed for Monday's business trip to Dallas. But what happens when plans change at the last minute, and Dallas is out and Charlotte's in?

- Airline tickets — forfeited.
- Great hotel rate — no longer available.
- Cars in Charlotte — sold out.

There goes the rest of the weekend.

## OR YOU COULD LET US DO IT ...

Since 2001, our team of experienced travel professionals has been coordinating complex travel plans by using the latest in travel and passenger management technology.

No matter where — or when — your employees have to go, we take care of their plans, 24/7. From managing your company's day-to-day travel requirements to post-ticketing quality control and providing corporate travel reports to track employee travel and show cost savings, we're on top of it — always.

## HERE'S JUST A GLIMPSE OF WHAT WE OFFER:

- Global air, hotel and car reservations
- Car service and ground transportation logistics
- Contract management for air, car and hotel
- Mobile apps for travelers
- Executive concierge travel services
- Group travel and meeting planning
- Online booking engine
- Passenger seat monitoring
- Next-day fare check
- En route travel monitoring
- Monthly, quarterly and yearly travel reports

## YOU CAN'T PREDICT A NATURAL OR MAN-MADE CATASTROPHE ...

We take care of your traveling employees in unforeseen circumstances. It's our **Duty of Care** to our travelers. We constantly monitor current events, from weather disruptions to international crises. That means we can jump in to help keep them out of harm's way wherever they are around the globe. Our eyes are on your employees' travel, always.

In addition, if they need to change plans outside of normal business hours, our **24-hour emergency travel service** is ready to assist.

**Duty of Care** is peace of mind.

