

A SMARTER CHOICE FOR HIGHER ED. AVOID THE LEARNING CURVE OF TRAVEL MANAGEMENT.



How does Christopherson Business Travel (CBT) benefit you?

Christopherson Business Travel (CBT) has been working with higher education clients for more than 30 years and manages travel programs for over 40 colleges and universities. In 2017, our 465 team members supported \$656 million+ in business travel for more than 1,000 companies and organizations across the country. CBT is ranked by Business and Travel News as the 12th largest corporate agency in the United States. Our affiliation with BCD Travel (the 3rd largest Travel Management Company in the world) allows CBT to pass on their preferred rates at 43,000+ properties worldwide.

Christopherson provides a wealth of essential resources. Here are just a few:

- ✘ **One-stop Shopping.** Book your air, car, and hotel from one source. All CSU preferred vendors and negotiated rates are available when booked by a CBT travel advisor or at your fingertips using the online booking tool Concur Travel, which is also supported by CBT. For your convenience there is a Concur mobile app.
- ✘ **Traveler Profile.** Avoid wasted time and hassle of having to communicate or re-enter your unique travel preference every time you book your individual travel. You will need to complete your traveler profile **prior** to making travel arrangements. This will ensure you receive all your vendor reward points and travel benefits.
- ✘ **Around the clock support.** Outside of normal business hours, CBT offers 24/7 emergency after hours service support. When travel doesn't go as planned, you have someone to help reduce that stress and assist you with your travel needs.
- ✘ **Unused Ticket Tracking.** No more personally keeping tabs on your unused tickets. Unused tickets booked through CBT are tracked and made available to CSU travelers in their profile.
- ✘ **Travel and security alert notifications.** Automated travel alerts and messaging provides real time data to the traveler related to a disaster, weather, and other travel disruptions.

Christopherson has a dedicated University team of travel advisors and online support to reduce your time spent making group travel reservations and increase efficiency by having a one stop shop for both travel and expense.

CBT is currently working on a campus wide rollout. The first phase will include 6 campuses that will implement Concur Travel and Expense. These campuses include Sacramento, Bakersfield, Chico, Humboldt, San Francisco, and San Luis Obispo for individual and group travel. If your campus is not part of the above 6 phased roll out and you are interested in learning more about group and individual travel with Christopherson Business Travel, contact Allyson Cross. For questions related to the CSU Travel and Expense program contact Daljit Khangura.

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