

Business Travel: 2021

Why You Should be Working with a Great Travel Agent for Your Next Business Trip

CI Azumano Business Travel is proud of our travel agents and the hard work they put in every day to protect their business travel clients.



CI AZUMANO
BUSINESS TRAVEL

Introduction

An excellent travel agent is a business traveler's secret weapon for booking the perfect business trip. That's never been more apparent than right now. The hardest road warriors know that an awesome travel agent is essential for selecting the right flight, securing the best hotel, and reserving the right car (or car service), so that they can accomplish whatever goal placed them on their latest journey. The right travel agent is every traveler's watchful "eye in the sky" monitoring for travel disruptions 24/7/365. These travel agent superheroes help travelers when they need it most.

We know what awesome looks like. Because of that, we've created this short list of what makes an awesome travel agent:

- 1 They Keep You Informed
- 2 They Are Your Personal Project Manager For Business Travel
- 3 They Know All About You And The Travel Suppliers You Love
- 4 They Are Always Looking Out For You
- 5 They Will Lower The Total Cost Of The Travel You Take



1

Awesome Travel Agents Keep You Informed



Traveling is more complex than it used to be. The best travel agents are information superstores. They are constantly receiving information about changing airline rules, new hotel policies, and the latest government regulations from all over the world. It's their job to curate all of that knowledge and provide you with helpful information at the right time.



CI AZUMANO
BUSINESS TRAVEL



Travel Agents Wear More Than One Hat

Travel Counselors: They help you make informed choices about the travel you book for your next business trip. Whether you have questions about airlines, hotels, cars, or local customs in a foreign country, a travel agent provides the right advice and counsel. This will save you time, money and will give you confidence about the choices you've made.

Problem Solvers: They will proactively provide information whenever an issue arises. With a travel agent in your corner, they'll make sure you always have time to make your connection. You're also much more likely to get rebooked when a flight gets canceled, or address any other last-minute challenges that may arise during your trip.

Data Managers: Managing receipts is a time-consuming part of business travel. Travel agents and the systems and technology they leverage can help ease the burden by storing all the relevant data about your trip and keep it available, on-demand when you're processing expense reimbursements.



2

First-rate Travel Agents Are Your Personal Project Managers For Business Travel



Booking travel is in many ways, a complex project. It requires supplier management, logistics, invoicing, and communication. A great travel agent sits across all of those functions. They manage the details, clear the roadblocks, and keep track of your timeline so you don't have to.



CI AZUMANO
BUSINESS TRAVEL

A silhouette of a person's head in profile, facing right, with a hand resting on their chin. The head is overlaid with various futuristic digital graphics, including circular gauges, data charts, and network diagrams, all in shades of blue and white. The background is a bright, hazy sky with a sun flare effect.

Travel Agents Are Detailed Oriented

Technology Experts: Travel agents are equipped with the latest technology required to book and manage the perfect trip for their travelers. They have access to the widest depth and breadth of suppliers right on their computer screens.

Logistics Managers: There are so many new details to manage on each trip. Letting an expert travel agent handle the details of the trip frees up your time to focus on what you need to accomplish when you're on the ground.

Groups Managers: Travel agents excel when they are managing travel for large groups of employees. They can help with group manifests, coordinate complex baggage requirements, and arrange for local guides to help people get from the airport to their destination.



3

Resourceful Travel Agents Know All About You And The Travel Suppliers You Love

Travel is all about personal preference. Frequent travelers are passionate about certain airlines, hotels, and car rental companies. You may have a particular preference for an aisle or window seat. You might prefer a specific location in the hotel. You like to drive an SUV vs. a Sedan. It's all good. A great agent knows this about you and will make it all happen, just the way you like it.



CI AZUMANO
BUSINESS TRAVEL



Travel Agents Always Go The Extra Mile

Loyalty Program Managers: Travel agents store all of your loyalty program numbers in one place and make sure every booking includes them. You'll maximize your points and never have to worry about keeping track of all of those numbers and points programs.

Waivers and Favors: Because they're always dealing with your favorite suppliers, travel agents know how to get the most out of those relationships. That leads to additional perks and advantages when you work with a travel agent. Benefits can include early check-in, late check-out, free breakfast, or parking. If the opportunity exists, they take it for you!



4

Proactive Travel Agents Are Always Looking Out For You



Your organization is required to provide for your safety and security if you're traveling for them. Travel agents leverage technology that tracks each step of your trip, adding a level of safety and security that you won't get when you book on your own. Because of this travel agents can anticipate problems and can proactively address them for you.



CI AZUMANO
BUSINESS TRAVEL



Travel Agents Are Conscientious

Travel Policies: Travel agents not only keep track of what's going on in the world, but they are also keenly aware of your organization's travel policy. It's their job to help you remain in compliance, which means that you're going to have fewer problems getting approvals or processing expense reimbursements.


Conditions at Your Destination: CI Azumano travel agents are constantly tracking CDC and US State Department advisories. They will be aware of conditions on the ground at your destination, so you don't fly into a dangerous situation. If something happens while you're in-country, our agents are notified and they spring into action, proactively informing you of new developments and working with you to get you safely out of the situation.

Travel Insurance: When it makes sense for you, a great travel agent can organize additional travel insurance through a third-party insurer. Travel insurance can literally be a lifesaver, providing coverage for local hospital costs or even evacuation from a difficult situation.



5

Knowledgeable Travel Agents Can Lower The Total Cost Of The Travel You Take



Travel agents will greatly reduce the time it takes for you to plan, book, and manage your trip details before, during, and after your business trip. It's a well-documented fact that travel agents can save you as much as 20-30% off the total cost of travel over the course of a year.



CI AZUMANO
BUSINESS TRAVEL



CI AZUMANO
BUSINESS TRAVEL



CI Azumano Business Travel has a fifty-year track record servicing Fortune 1000 companies and the US Government. As an Elite Concur Partner, CI Azumano is part of a select group of TMCs supporting the world's most popular and powerful online and mobile travel booking management platform. We also integrate with leading international travel security firms.

Reach out to us to learn more about how CI Azumano Business Travel can help you protect your travelers with the top-level service and support they deserve.

<https://www.ciazumano.com> | businesstravel@ciazumano.com



CI AZUMANO
BUSINESS TRAVEL