

## Now Available to Concur Clients -> Visa Alert from CIBTvisas

### CIBTvisas – The largest travel visa and passport company in the world

CIBT is the fast and easy way to obtain a travel visa, passport, and other documents for travel anywhere in the world including popular destinations such as China, India, Russia, Brazil, Australia, and Saudi Arabia. CIBT assists over one million people annually in obtaining the documents required for international travel.

CIBT has offices in Australia, Belgium, Canada, France, Germany, the Netherlands, Singapore, Spain, Switzerland, the United Kingdom and the United States. Our customers include individual travelers, employees of the world's largest corporations, and customers of cruise lines, tour operators, and travel management companies. Our services are trusted by over two-thirds of FORTUNE 500 companies and the world's largest tour operators and cruise lines.

### CIBT & Concur have formed an alliance to provide Visa Alert

Visa Alert is now available to Concur clients. This valuable travel document notification service automatically sends an email to any traveler booking a trip to an international destination within Concur which requires a visa.

Travel documents are never optional and must be obtained prior to departure. Last minute requests drive higher costs through increased consular fees, service fees and shipping/courier fees. Challenges for the traveler and travel manager include validating information from multiple sources, lack of knowledge that travel documents are required and non-compliance to corporate policies on travel documents.

By integrating with Concur, CIBT's Visa Alert solution enhances a traveler's experience and provides control to travel managers and account administrators. Travelers are no longer required to determine where to validate foreign entry requirements as they are automatically notified via email after booking their trip. Travel managers and account administrators can monitor which travelers have applied for their travel documents and can follow up as necessary.



**International travelers put their trips at risk if they do not secure the proper travel documents.**

**CIBTvisas helps travelers obtain visas and passports the fastest and easiest way:**

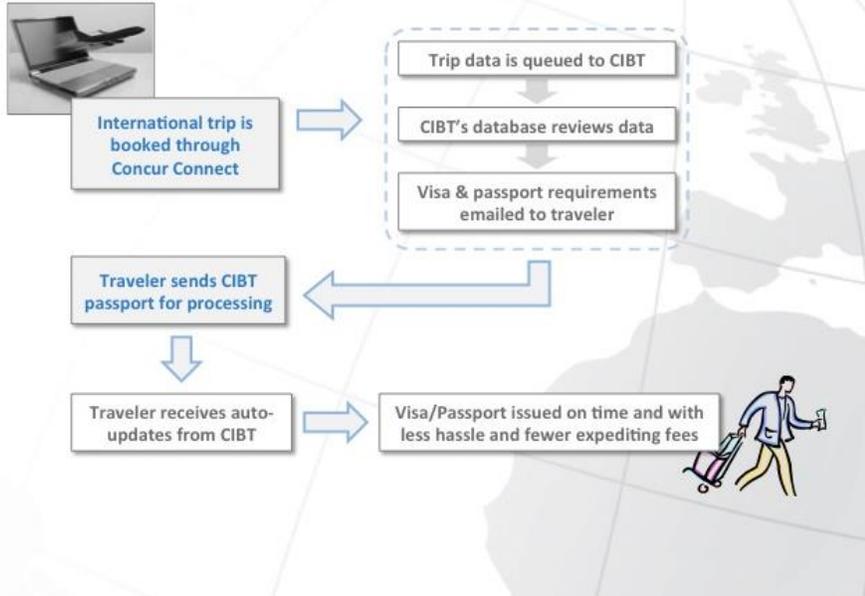
- Visa and Passport Application Kits include step-by-step instructions and government forms
- All documents are reviewed prior to submission to minimize risk of delays or missed trips
- CIBT professionals personally deliver documents to the Consulate on the traveler's behalf – expediting the process and saving time
- CIBT provides real-time order tracking via automated email communications and an online tracking tool.



# Visa Alert Process Overview

Visa Alert is a travel document notification service that sends an email to a traveler who booked a trip to a visa-required or international destination. After an international trip is booked through Concur, the trip data is sent to CIBT's database to determine visa and passport requirements. A travel document notification email is sent to the traveler with instructions on how to get visa and passport application forms.

## HOW THE PROGRAM WORKS – PROCESS OVERVIEW



### Traveler's Trip Details include:

- Trip ID
- E-mail address
- Destination
- Nationality

### CIBT Account Set-Up includes:

- Unique CIBT/Concur Account
- App Center Program Activation
- Letter of Authorization

### About the CIBT Solution:

- **Unmatched Speed** – CIBT can process a travel visa or passport fast, often in as little as one day.
- **Full Line of Services** – CIBT can assist travelers in obtaining travel visas to over 200 countries and electronic visas like an Australian ETA or US ESTA. CIBT offers a full line of US passport services.
- **Proprietary Database** – Travelers can access a proprietary database that contains all the specific requirements for travelers of any nationality to travel anywhere in the world.
- **Travel Visa and Passport Specialists** – CIBT employs over 700 specialists who individually review the traveler's applications before they are submitted to an embassy or US Passport Agency.
- **Secure Process** – CIBT is committed to protecting traveler privacy. Ensuring the security of personal data and documents is our top priority.
- **Real-time Order Tracking** – Travelers receive an automated email when their application is received by CIBT, lodged with the issuing authority, and on its way back. CIBT's online tracking tool allows users to access real time track and trace for applications that are in process.



## CIBTvisas

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