



Whatever your mission,
we make it *easy as*.



The *easy as* business travel guide.

SME travel isn't slowing down



73% of SME businesses will spend the same or more on travel*

*% from recent State of Market survey conducted by Corporate Traveller with over 400 respondents.

Nearly three quarters of SMEs are set to spend at the same or higher levels this year. Events, client catch-ups and new deals are driving demand, while expense control, smarter tech and traveller safety remain top priorities.



Why they're flying

- Events & conferences
- Customer & supplier meetings
- Sales & new business



What's top of mind

- 76% Expense management
- 35% Tech integration
- 31% Risk & security



Can you keep up?

Here's how Corporate Traveller makes business travel *easy as*.

We play in a world of perfectly blended people and tech. We win when we stay in the SME space, and we hero our people with technology. The goal isn't just to dazzle with tech, it's to make travel frictionless for customers.



Tom Walley, Global Managing Director at Corporate Traveller

Signs you need an easier way

We know business travel can be a pain in the... budget! And that's not all. Flights to juggle, hotels to book, approvals to chase, expenses to reconcile, travellers to keep happy. Here are 4 signs you may need a travel management company (TMC).



Admin overload

You're spending more time booking and reconciling travel than on your actual job



System chaos

Clunky systems, poor integration and too many tools that don't play nicely together



Growing complexity

The bigger your business gets, the more there is to manage such as more people, more travel, and complex itineraries



Limited visibility

You cannot get a handle on spend, you're stressed about cash flow, travellers pay out of pocket, and finance are chasing receipts

Business travel shouldn't be overwhelming

Whether you're DIY-ing or stuck with the wrong TMC, there's an easier way.

DIY struggles

- Booking flights, hotels, and cars across multiple websites
- Hours spent chasing approvals and receipts
- No clear reporting or spend visibility
- Travellers stressed when plans change

TMC letdowns

- Slow service in critical situations
- Hidden fees or inflexible lock-in contracts
- Clunky tech and no integrations
- No innovation, no perks, and no extras for travellers

✓ The *easy as* solutions

- One platform for bookings, approvals, reporting, and duty of care
- Real people, available 24/7, who know your business
- Smart credit solutions and easy expense reconciliation
- Perks worth packing like negotiated fares, free breakfast and exclusive offers
- Dedicated service that grows with your business needs

The *easy as* approach: Our solutions

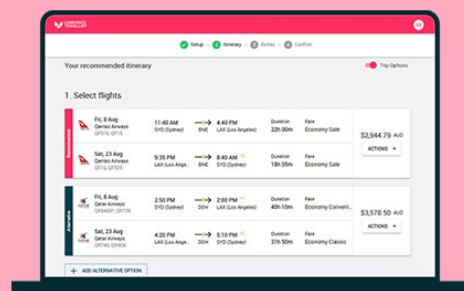
With Corporate Traveller, all that complexity gets stripped back to one refreshingly simple experience.

“

Being able to easily book flights, accommodation and car services all in one system is saving us so much time and having it all in one itinerary keeps paperwork to a minimum. I have used quite a few travel agencies and booking systems in the past but nothing compares to Corporate Traveller.

”

Christie McPhaill, Wallace Bishop



Easy booking, approvals and changes

Flights, hotels and cars booked all in one place, with policy built in. Our Trip Options feature enables arrangers to provide one tidy email to travellers with itinerary options to approve. Fast to book, simple to change.



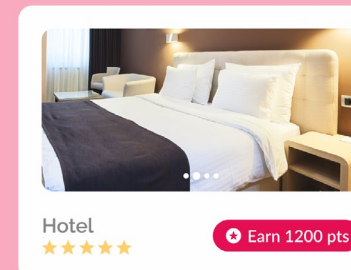
24/7 emergency assist

Help on hand, anytime, anywhere. Our in-house team, based in Australia, sorts disruptions fast so travellers stay safe and on track.



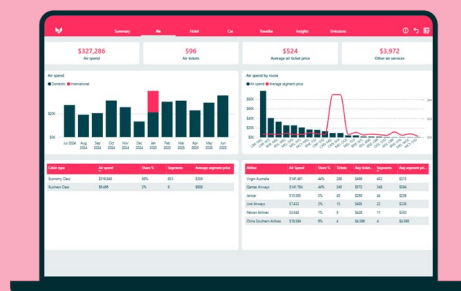
An unbeatable service model

Every customer gets a dedicated travel manager with at least 9 years' experience, plus a local business leader or key customer success manager focused on optimising your program.



Every business deserves VIP treatment

Perks, linked loyalty points and deals that keep your people happy, and your budgets even happier.



Real-time reporting and duty of care

Clear visibility of spend and traveller tracking, so you can see your average cost per trip, spot savings and know we've always got your back.



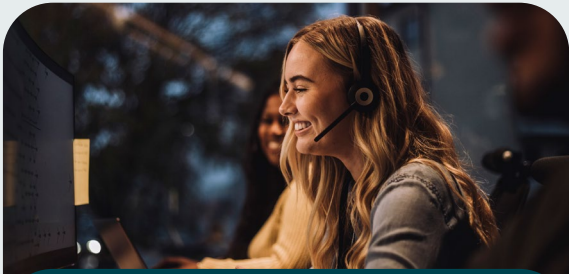
Smarter payments and expense management

With our exclusive Corporate Traveller Credit Account, all travel spend goes on one line of credit. Travellers aren't out of pocket, and your business gets one simple monthly statement.

Pro tip! Book ahead: 19 days domestic / 28 days international.

Pro tip! Consolidate spend: Stronger negotiating power & clearer expense control.

Making it *easy as* for everyone involved



EAs & Arrangers

All-in-one platform for booking, smooth approvals, and fewer after-hours calls.

The ultimate cheat sheet for travel bookers >>



Finance Teams

Smarter spend visibility, identification of savings opportunities and unused air credit, clean reconciliation, and line of credit for payment.

Better budgeting for business travel >>



Travellers

Better trips, support at all hours for less stress, and real perks. Plus, loyalty program integration.

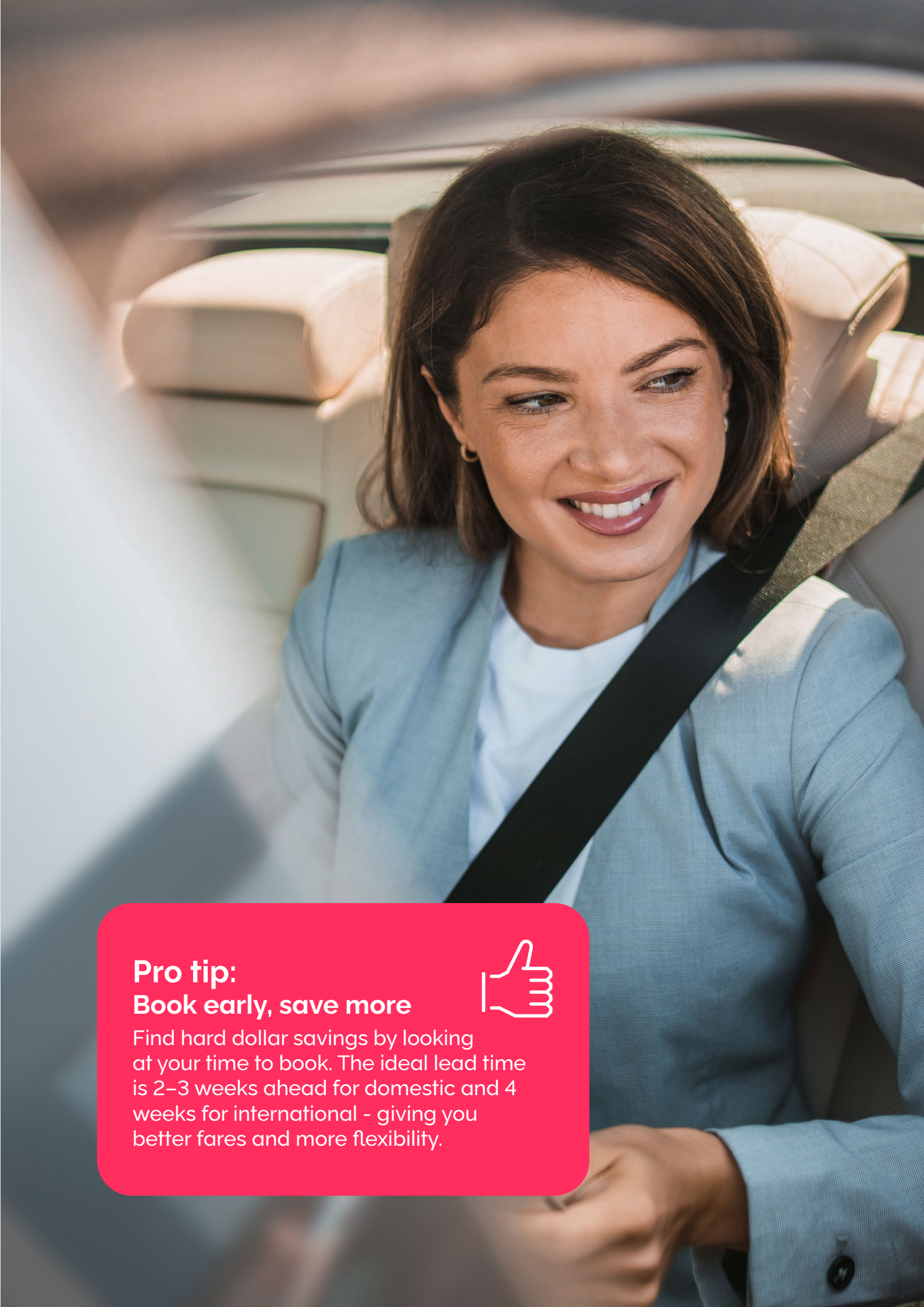
Pre-trip business traveller checklist >>



Managers

Control of budgets, additional savings and value, and a happier team and travellers.

Travel policy template >>



Pro tip:
Book early, save more

Find hard dollar savings by looking at your time to book. The ideal lead time is 2–3 weeks ahead for domestic and 4 weeks for international - giving you better fares and more flexibility.

Build a business case, *easy as*

Cost savings are just the start. Use this checklist to demonstrate the ROI around using a TMC to help your stakeholders see the value and bring your stakeholders on side.

Productivity & labour savings to calculate

- Time spent on bookings, approvals and changes
- Time spent handling disruptions and reconciling receipts
- Time spent chasing monthly reports
- Estimate total hours x average hourly rate (min \$40)
- Compare current admin load with savings from using a travel manager

Hard dollar potential

- Reduction on average cost per trip via our negotiated fares and smarter booking choices
- Visibility of unused air credits - applying these can unlock credit sitting there and reduce wastage
- Waivers on itinerary changes, saving costs if your business adjusts travel often
- Average \$39 per night saved at Breakfast Plus hotels with free breakfast and other perks
- Preferred rates across flights and hotels through consolidated spend

Money can't buy extras for travellers

- 24/7 support while on the road
- Payment through a trading account so travellers aren't out of pocket
- Free breakfast and extras for more comfort on the road
- Traveller loyalty and reward programs linked to business bookings
- Exclusive Flight Centre Travel Group leisure offers

Traveller support & safety

- A dedicated travel manager who knows your business
- 24/7 emergency assist whenever plans go off track
- Traveller tracking during disruptions for peace of mind
- Monitoring time on the road to support wellbeing
- Regular updates and communication as part of our duty of care

Stress relief for staff supporting the travel program

- Less pressure on travel arrangers with smoother bookings, changes and approvals
- Managers freed from chasing payments and receipts
- Finance teams with simplified reconciliations
- Consistent support for EAs and office managers juggling multiple travellers
- Reduced admin workload across the business with one clear process

Real example: Productivity savings

For one business, travel admin was eating up hours in approvals and last-minute changes. With Corporate Traveller's platform and support, the hassle disappeared - making travel management *easy as* and giving their team time back for real work.

DIY admin

361 hours
\$16k in labour

With Corporate Traveller

103 hours
\$4.6k in labour

Total saving

\$11,400



Pro tip:
Always tie ROI to both time and dollars

1. Multiply labour hours by average wage

2. Calculate negotiated savings, perks, estimated waivers (changes)

3. Add together for time and cost savings

4. Don't forget to also point out "money can't buy" benefits

The biggest savings we've made recently, was changing to CT, our booking fees are lower, our billing fees are transparent, we have also utilised the discounts Virgin Velocity and Qantas Rewards have to offer.

Sky Kneale, PA to the CEO at Orontide



Renewable energy to renewed savings

Hydro Tasmania turned travel chaos into clarity with Corporate Traveller - gaining the tools, structure and support for smoother trips, easier budgets and smarter savings.

Problem

Complex itineraries, last minute-travel, billing errors and inconsistent service left staff stressed.

Solution

Formal travel policy, online booking tool, dedicated account manager and comprehensive reporting - plus quicker itinerary turnarounds, advice on the best time to book, and expert support for complex destinations like Micronesia.

Outcome

- Clearer budgets
- Smoother service
- Potential savings on trips via optimised booking times



Consolidating our travel program has enabled us to reduce cost. We've been able to identify an optimal booking time which means we're saving on airfares and Corporate Traveller is always looking for other ways for us to be more efficient.

Ingrid Ralph, Travel Lead, Hydro Tasmania



Cyclone chaos? Sorted

When Cyclone Alfred threw travel into chaos, many travellers were left stranded or facing huge rebooking costs. Corporate Traveller customers had a dedicated team working day and night to keep them safe, informed and moving.



Problem

Cancelled flights, missed connections and costly rebookings left travellers out of pocket and stressed.

Solution

Dedicated travel managers and 24/7 support secured waivers, rebooked flights and managed full itineraries - with real-time updates shared before they hit the news.

Outcome

In just 3 days:

- One customer saved \$17,000 in fees
- 433 calls managed
- 708 flights changed

It's in the numbers

433

Calls in 3 days

50

Hourly call volume

708

Flight changes

One customer saved
\$17,000
in fees

232

New flights booked



Mission accomplished

With Corporate Traveller, your business travel
doesn't need to feel like rocket science.

Get ready for a smoother ride for you and
your team, because with us on board,
business travel really is *easy as*.



**CORPORATE
TRAVELLER™**

Business travel that's easy as