

## Service Fee Performance List

Accent Travel is all about happy travelers.

Here is a list of what our client's receive as part of our service fee:

- We book air, car and hotel on the traveler's behalf, anywhere in the world
- We can also book cruises, groups, meetings, and other vacation travel needs
- We use the best systems to ensure the best customer service possible
- We have access to all major carriers and suppliers
- We work with travelers and help with any questions
- We belong to an extensive travel network that increase potential of better options
- We have a quick response and turnaround time
- We don't stop until the traveler has what they want
- We maintain traveler profiles to make repeat booking quick and easy
- We notify travelers of travel alerts, potential issues, and savings options
- We follow any company travel compliance requirements
- We utilize tools that find the best fares and rates
- We handle complicated travel like multiple-city flights
- We email itineraries and invoices directly to travelers and offices
- Email itineraries are phone-designed with links for easy access to suppliers
- We ensure all rewards, programs, and TSA numbers are updated
- We check to make sure there are no unused tickets or credits available
- We ask our vendors and partners for traveler upgrades and perks
- We can assist in negotiated rates and specials with vendors
- We constantly check to see if rates drop and notify traveler of savings
- We can change and reschedule at a moment's notice
- We offer travel insurance and provide visa information
- We have 24-hour emergency service to solve any issue, day or night
- If a flight is full, we can get you first on the waitlist
- If you have travel problems with vendors, we can assist
- We offer the best online self-booking tool Concur Travel
- We have an array of reports we can have automatically emailed to multiple recipients
- We consult with clients to maximize their travel savings
- We can resend invoices and itineraries upon request



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