

Better Value and More Savings:

Tips & Tricks From Seasoned Business Travellers



1. Be the early bird

Book early to save costs. Last-minute trips made within seven days of travel will result in paying a premium or missing availability entirely. You can save a lot just by booking flights in advance.



2. Days of the week

The peak travel days are Tuesday and Wednesday which leads to higher fares mid-week.



3. Consider direct and closest

A stopover adds a minimum of 2+ hours to any trip which impacts traveller's billable time and productivity. Flying direct eliminates wasted time and saves. The bonus is that direct flights have lower carbon emissions as well! Instead of booking a cheap hotel on the outskirts of town and paying a lot for transport into the city, book a conveniently located yet budget friendly hotel that also offers value added extras like free breakfast and WiFi.



4. Swap "cheap" for "best"

You might think you've saved by booking direct, but what if plans change and you lose the whole amount because it's a non-flex rate? Opt for the best fare and rate of the day policy to ensure your business makes the most of discounted prices from a range of suppliers. Options to select the best fare or rate of the day can be flagged visually within our OBT, Savi for easy booking.



5. Size matters

Bigger does not always mean better when it comes to car rental. The right size depends on your travel habits. For example, if driving long distances, a slightly more luxurious car is probably the best way to go. If staying in the city, opt for a smaller car.



6. The little luxuries in life

These perks like free breakfast, early check-in, free upgrades could go a long way towards making travellers more productive, but the secret here is for businesses to know which perks their travellers use regularly and negotiate agreements with hotels and airlines to include what is important. We can help you with these negotiations.



7. Leverage loyalty

Many airlines have frequent flyer programs designed to benefit not just the traveller but also the business – from free upgrades, to lounge access to fast check-in. Similarly large hotel chains have loyalty programs. By including these programs on the travel policy, you ensure your travellers enjoy added benefits while your business wracks up free flights, free nights meaning further savings and value.



8. It's all in the fine print

Don't get blindsided by hidden fees, airport surcharges or insurance costs. Make sure you read the contract and what to expect from your air, hotel and car experience.



9. Team up with an expert

Our sole objective is to help save you time and money. For example, a traveller can spend between 2-4 hours planning and booking their own business trip with different airlines and hotels. Gaining expert advice when booking complex trips such as mixed airlines, connections, visas, health checks, provides big benefits and reduces traveller stress. If left to the traveller alone, some trips may take up to 24 hours of planning and research.

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