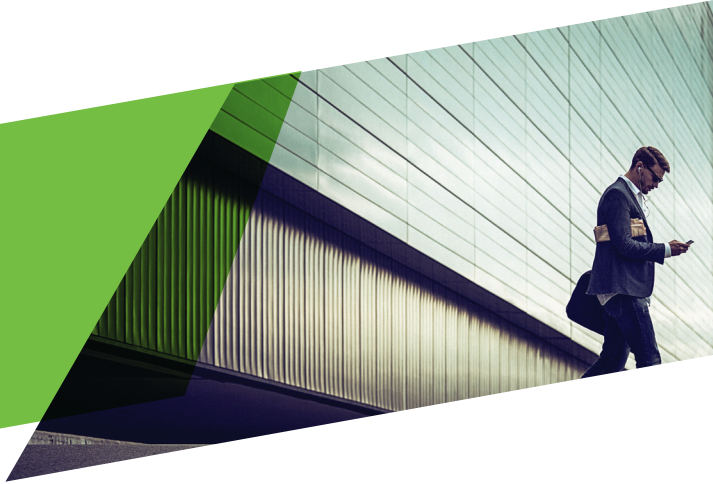


## Navigator



Bringing together the essential elements of a business travel service so you can quickly start managing your travel and meeting spend smarter.

### Add value, save time and costs

Whether your travel is managed or unmanaged, our Navigator service is designed to make things simple. Organising business travel for any organisation can be a complex and sometimes daunting task; complicated legal documents, lengthy implementation processes and confusing pricing structures often associated with travel management companies can sometimes make the help of a professional seem out of reach.

Born from these struggles, is Navigator. A neatly packaged travel and meetings management solution, tailor made for businesses that need a simple and easily accessible tool saving time and money, providing value for organisations and travellers. We use the latest innovations to continually improve and enhance the customer experience.

Through in depth research of the technology market, we have combined the best in-class solutions for air, rail, accommodation, meetings and events to create a unique and flexible online booking solution consolidated within one simple, intuitive tool.

You will be able to streamline your expenses and administration via our centralised payment solution, consolidated invoicing, bill back facilities and VAT reclaim, that only a specialised travel, meetings and events company can offer.

### Free, friendly and reliable

With a vast range of benefits and features, our free booking service includes unlimited access to your personal travel and account manager, monthly insight reports, your own dedicated booking team, consolidated invoicing, online booking tool, discounted travel and much more.

The simple nature of Navigator means that you can start managing your travel and meeting spend smarter within days. Whilst we deal with all your travel bookings, you

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**An off-the-shelf, free booking service solution, personalised so you can manage your travel and meetings, smarter.**

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Our huge buying power allows us to negotiate with suppliers such as hotels, airlines and train operating companies to deliver savings and value to our customers. Through discounted rates on tickets, exclusive room deals, low cost carriers and budget hotels, you can be certain you're achieving the best value with every booking.

can focus on more important things and you will be fully supported by your dedicated travel team whenever you or your travellers need assistance.

## Online

Our online self-booking tool has everything you need, when you need it and your implementation manager will ensure you can seamlessly make your first booking within just a few weeks. Your travellers will always be connected on the move with access to their itineraries, important alerts and useful information with our innovative mobile technology.

Our simple web based tool gives you the functionality and flexibility to create policy

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## Safe, stress-free and happy travellers, on the move with 24/7 support and access to exclusive value added benefits.

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compliant travel itineraries directly through your very own travel portal to achieve best practise and to ensure safe travel practises without you having to think about it. If you don't have a travel policy, don't worry, we can help you with that too.

Whatever expert advice is needed; our team is there for you whenever you need them.

## Always improving

Identify trends and make informed decisions with our monthly report pack which contains all the data you need to understand and improve your travel spend.

As your business grows you may need some extra help. Whether it's help from our consulting services or assistance in managing your fleet of company cars, you can rest assured that you'll have access to all the resources you need when you need them.

## Duty of care

Making sure our travellers are safe is important to us. Whether they have been affected by a wider crisis or need to change their travel plans, you can relax knowing they will have access to assistance to their personal travel manager 24/7, whenever they need it.

Our Traveller First initiative provides exclusive access to a range of benefits including complimentary coffees and WiFi, or upgrade to ensure your traveller has an enjoyable and stress-free journey.

## Value to you

- Personal travel, account, and implementation manager.
- Off the shelf, but tailored travel and meetings solution.
- Free booking service.
- Up and running in just a few weeks.
- Dedicated UK-based booking team.
- Support available 24/7, 365 days of the year.
- Employee welfare, support and duty of care.
- Online booking tool and mobile app.
- Exclusive discounts and value added benefits.

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If you'd like to know more, get in touch with a member of the team:

 0330 390 0340

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Travel and Events