

# TRAVERSING THE GLOBE

Volume 2, Issue 2

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March 2005

## Cost Savings....

*How to meet the budget challenge!*

Whether we are operating under the constraints of a university budget or a federally funded grant, cost savings is important to each and every one of us here at Michigan State University. This issue is a review of the discount programs currently in place. As an employee of MSU, discounts are available at the Capital City Airport and through National Car Rental. As a MSU reimbursed traveler, airline discounts are available through Northwest Airlines and Delta Airlines. Further cost savings may be realized by booking airline tickets through one of the on-line booking tools provided by Anderson Travel and Spartan Travel.

## Capital City Airport

*Park long-term for 50% off...*

The Lansing Airport offers MSU employees a 50% discount on long-term parking. The coupons are good for business or leisure travel. In order to qualify for this program, sign up as a member of [flylansing.com](http://flylansing.com) under MSU. Once you have received an acknowledgement from them, you are all set to obtain discount parking coupons. For more information on this program and directions for signing up on [flylansing.com](http://flylansing.com), please go to [www.ctlr.msu.edu/travel/CapitalCityAirport.htm](http://www.ctlr.msu.edu/travel/CapitalCityAirport.htm). Please click on "Discount Parking Coupons" for specific instructions.

## National Car Rental

*New National Car Rental Link*

For the first time ever, National Car Rental has provided MSU with our own intranet site. This site allows you to review our program in detail, print coupons, make reservations, and enroll in the Emerald Club. On average, daily car rental rates have dropped \$3 per day. In addition, booking your reservation on this intranet site will save you an additional \$2 per day. Loss damage insurance as well as liability insurance is included as long as you use our corporate MSU ID number (5001514). This program is available for business or leisure travel. For details, please go to [www.ctlr.msu.edu/travel](http://www.ctlr.msu.edu/travel) and click on "Car Rental".

## Service Fee Savings

*Savings at your fingertips...*

Both Anderson Travel and Spartan Travel provide Michigan State University with on-line booking tools that allow us to reserve airline tickets, hotel rooms and car rentals. Trip Manager is Anderson's tool and ResX is Spartan's tool. The savings on service fees is considerable. For example, the service fee for a domestic ticket booked on-line is \$20 less than calling the agency and having a travel agent book your ticket. In addition, the service fee on an international ticket is \$33 less.

Both products offer many distinct advantages: Access to web fares, the ability to direct bill airfare, and access to our discounts with Northwest Airlines, Delta Airlines, and National Car Rental. In addition, both products are easy to use and assistance is available from the travel agencies or from me. Lastly, travel agents are reviewing our reservations to make sure that we have booked our reservation correctly.

Instructions for using these products are available at [www.ctlr.msu.edu/travel](http://www.ctlr.msu.edu/travel) under "ResX" and "Trip Manager". If you would like a demonstration or training on ResX and/or Trip Manager, please let me know. I am happy to meet with you one on one or in a group.

## Wild Goose Inn

*A hearty Spartan welcome to you!*

The Wild Goose Inn, located one block from campus, is now a preferred local hotel and housing option on the MSU Travel website. This quaint, comfortable bed and breakfast offers 6 suites. Each has its own private bathroom, fireplace, and jacuzzi. A full breakfast is included in their rates. For business travelers, it offers wireless, high-speed internet service; the convenience of location; an escape at the end of the day. The Wild Goose Inn will bill individual departments for all charges incurred. The Inn is offering a rate of \$99 per night to MSU reimbursed travelers. Please visit the MSU Travel website or [www.wildgooseinn.com](http://www.wildgooseinn.com) for further details.

Please direct any suggestions or comments to the University Travel Manager, Debbie Gulliver at telephone (517) 355-0343, or email [gullive5@ctrl.msu.edu](mailto:gullive5@ctrl.msu.edu) or fax (517) 432-4656.

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