

AirPlus Company Account. Centralising payments for pre-trip expenses couldn't be easier.

AIRPLUS. WHAT TRAVEL PAYMENT IS ALL ABOUT.



With the AirPlus Company Account you receive a single, comprehensive invoice for all transactions, together with all your company's required internal data, which allows you to simplify the entire expense management process.

- > Total visibility of spend – enhanced data
- > Full travel policy compliance
- > Cost savings through supplier negotiations
- > Bespoke invoicing and reporting
- > Comprehensive insurance

Total visibility of spend – enhanced data.

Achieve greater clarity and control through one clear, consolidated invoice. The AirPlus Company Account is offered on the UATP network, which is airline owned, meaning that AirPlus is able to provide ticket information that cannot be sourced elsewhere.

- > Additional data fields – up to 9 additional customer-defined data fields can be captured at the time of booking, such as cost centre, employee ID or project code, for easy sorting and cost allocation
- > Level 3 data – enhanced information is included in your invoice such as booking class, whether the fare was negotiated or not and whether there was an upgrade
- > Reconciliation – the invoice arrives fully reconciled between direct data from the TMC and data provided by airlines, corporate card transactions and other third-party data
- > Daily transaction feeds into expense management tools – travellers can easily attribute the right costs to their trip and managers have full visibility of spend

John Fox, Strategic Procurement

Manager at Monash University, says:

“Overall, the AirPlus Company Account saves an enormous amount of time reconciling and inputting travel transaction charges while improving transparency, the ability to track and measure spend, and the experience for travelling employees.”

Full travel policy compliance.

The AirPlus Company Account card details are lodged with your TMC. This means that all bookings and payments are fully controlled to your bespoke policy requirements.

Cost savings through supplier negotiations.

Better data puts our clients in a better position to negotiate successfully with suppliers such as hotels and airlines.

- > AirPlus Information Manager (MIS tool) – captures all transactions made via the AirPlus Company Account, and consolidates them with Corporate Card data and data from third parties to provide a complete picture
- > Pro-rated data – data is split for each sector of a multi-leg booking
- > Flown data – data is based on what is actually flown rather than, as with other payment systems, what was ticketed



Statement Copy

AirPlus International
 Att. Accounts Payable
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 Sydney, NSW 2000
 Australia
 ABN 25 122 977 771

For enquiries:	Tel.: 1800 079 558 Fax: +61 (02) 9332 6038	Please quote on payment/correspondence: Statement Nr.: A700008427
Date:	27.12.2015	Company Account Nr.: 1920 00060 000 000
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Pos.	Purchase Date	Traveller Name Project Number	Employee No. FBT	Cost centre Agency Invoice Number	Supplier Service	Currency	Net	GST	Gross AUD
3	12.12.2015	Chan / Alex Mr AU174	277859E Y	AU7001 00112777	VA 7953530503841 / Class L on 17.01.16 ETIX SYD MEL SYD Virgin Australia ABN: 36090670965	AUD	550.55	55.06	605.61
4	12.12.2015	Chan / Alex Mr AU174	277859E Y	AU7001 00112777	Carlson Wagonlit Pty. Ltd. Level 21, 233 Castlereagh St, 2000 Sydney, NS ABN: 83069087538 ETF9999999 Service Fee	AUD	35.00	3.50	38.50
1	16.12.2015	Smith / Adam Mr AU901	277859E N	AU7001 00112777	Europcar Australia Pty. Ltd Tullamarine, VIC 3043 ABN 17 130 760 566 Contract No: 0000012039 Internal Reference number: 45678901234 Chevrolet Malibu Category: FCAR No. Plate: SB2 424 13.12.15 11:30 Pick-up: Melbourne Tullamarine 1.340 16.12.15 09:30 Drop-off: Melbourne Tullamarine 1.556 3 days, km/miles driven 216 insurance package AUD 230.00 34.00 liters fuel AUD 90.00 Airport Surcharge AUD 54.40 Total AUD 35.00 Total AUD 409.40 40.94 450.34	AUD	440.00		440.00
2	22.12.2015	Lancaster / Alison Mrs AU003	277000E N	AU7001 00112777	Radison Plaza Hotel, Sydney Booking Reference No: 1234 12345 1234 Room Nights: 2 Check in: 20.12.15 Check out: 22.12.15 A.I.D.A No: 5543219876012345	AUD	440.00		440.00
Total Amount Statement						AUD	1434.95	99.50	1534.45
Total Amount Payable						AUD			1534.45

**AirPlus Company Account for business travel pre-trip expenses
 AirPlus Company Accounts in Australia are issued by AirPlus
 International**

Billing cycle	Daily, weekly, fortnightly, monthly – flexible to suit your needs
Payment terms	Up to 14 days settlement period after invoicing
Additional data	Up to 9 additional data fields, e.g. cost centre, employee number
eBilling	Transaction and settlement data in a variety of formats: CSX, ATX, LARS, XML, CDF3
Foreign currency exchange rate	> Any charges incurred in currencies other than AUD will be converted in to AUD based on the preceding day's MasterCard International/Europay exchange rate > Foreign exchange rate fee: 0% (2.75% A.I.D.A.)
Security	The AirPlus Company Account is a ghost account and known only to your travel manager and travel department. The set-up essentially eliminates the risk of fraud.
Insurance	Public transport accident cover and travel accident insurance are included as standard.

Bespoke invoicing and reporting.

Electronic invoicing means that your invoice is delivered to you securely in almost any format that you require (e.g. CSV, ATX, EDIFACT, LARS, XML). Our patented FlexEbill allows you to individualise your formatted electronic invoice data. The AirPlus FlexEbill seamlessly integrates billing information with your company's financial systems.

For more information,
 please contact us at:
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