

Airfare (Charged to T-Card)

Christopherson Business Travel

Toll Free: 800-961-0720

Direct: 205-874-8538

Hours: 7:00 AM - 8:00 PM CT, Monday – Friday

Email: statela@cbtravel.com (State Advisor Team)

Email: statelauniv@cbtravel.com (University Advisor Team)

Agent Assisted Bookings (Non-Refundable)

\$24.00 per domestic ticket

\$31.00 per international ticket

\$21.00 per domestic ticket for 10 or more people on the same itinerary plus tax

\$29.00 per international ticket for 10 or more people on the same itinerary plus tax

Online Booking (Non-Refundable)

\$7.00 per domestic or international ticket

After hours service for emergency use only

After 5 p.m. and on weekends: 800-961-0720

Create a travel profile: <https://legacy.cbtravel.com/business/profile/stateofla/>

Christopherson Business Travel Login: <https://app.cbtat.com/> (click on AirPortal Login if you've already created a profile)

All state travelers are to purchase commercial airline tickets through the state contracted travel agency.

Employees that possess a T-Card must book their airfare using their Travel Card.

NOTE: United Airlines does not allow transfer of tickets to other travelers. Always make sure when booking flights for potential employees/interviewees the unused tickets can be transferred to another traveler.

In many instances, the conference registration form specifies that certain airlines have been designated as the official carrier offering discount rates, if available. If so, giving this information to our contracted agency could result in them securing that rate for your travel.