



CTP Sample

Printed: 03/03/2017

Date Range: 01/01/2016 to 12/31/2016

Travel Management Summary

	Jan16	Feb16	Mar16	Apr16	May16	Jun16	Jul16	Aug16	Sep16	Oct16	Nov16	Dec16	YTD
Air/Rail Sales													
Int. Air Vol.	\$5,572	\$43,341	\$12,316	\$17,313	\$3,824	\$7,643	\$830	\$21,921	\$18,253	\$12,193	\$8,237	\$4,213	\$155,655
Int. Air Tkt #.	12	16	17	13	7	11	3	20	19	9	10	8	145
Int. Avg. Amt.	\$464	\$2,709	\$724	\$1,332	\$546	\$695	\$277	\$1,096	\$961	\$1,355	\$824	\$527	\$1,073
Dom. Air Vol.	\$266,973	\$270,738	\$228,699	\$238,502	\$205,682	\$222,116	\$174,027	\$253,530	\$245,543	\$259,778	\$154,014	\$128,001	\$2,647,601
Dom. Air Tkt #.	540	512	437	467	405	454	350	530	551	649	321	285	5,501
Dom. Avg. Amt.	\$494	\$529	\$523	\$511	\$508	\$489	\$497	\$478	\$446	\$400	\$480	\$449	\$481
Trans. Air Vol.	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Trans. Air Tkt #.	0	0	0	0	0	0	0	0	0	0	0	0	0
Trans. Avg. Amt.	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grand Totals													
Air Sales Vol. (Gross)	\$272,545	\$314,079	\$241,015	\$255,815	\$209,506	\$229,758	\$174,857	\$275,451	\$263,796	\$271,970	\$162,251	\$132,214	\$2,803,257
Air Net Vol.	\$297,937	\$357,122	\$237,006.95	\$296,229	\$244,471	\$254,221	\$201,924	\$306,775	\$285,191	\$287,314	\$184,962	\$148,815	\$3,101,967
# of Sales	552	528	454	480	412	465	353	550	570	658	331	293	5,646
Sale Vol. %	91.48%	87.95%	101.69%	86.36%	85.70%	90.38%	86.60%	89.79%	92.50%	94.66%	87.72%	88.84%	90.37%
Avg. Sale Amt. (Gross)	\$494	\$595	\$531	\$533	\$509	\$494	\$495	\$501	\$463	\$413	\$490	\$451	\$497
Online													
# of Tickets Booked Online	175	177	177	164	165	186	129	234	196	199	132	108	2,042
Vol. Booked Online	\$69,272	\$83,925	\$85,749	\$72,173	\$80,187	\$83,284	\$61,379	\$101,590	\$80,271	\$89,131	\$62,440	\$49,843	\$919,246
Tickets Booked Online %	31.70%	33.52%	38.99%	34.17%	40.05%	40.00%	36.54%	42.55%	34.39%	30.24%	39.88%	36.86%	36.17%
Savings													
LowFare Vol.	\$255,060	\$302,846	\$217,412	\$264,083	\$207,107	\$221,258	\$176,279	\$267,335	\$238,596	\$273,593	\$239,541	\$183,443	\$2,846,554
Missed Savings Vol.	\$17,485	\$11,233	\$23,602	\$(8,268)	\$2,399	\$8,500	\$(1,422)	\$8,116	\$25,200	\$(1,623)	\$(77,290)	\$(51,228)	\$(43,298)
Missed Savings %	6.42 %	3.58 %	9.79 %	2.95 %	1.14 %	3.70 %	(0.81)%	0.26 %	9.55 %	(0.60)%	(47.64)%	(38.75)%	(1.54)%
Negotiated Savings Vol.	\$(7,554)	\$798	\$(4,087)	\$(5,474)	\$(7,993)	\$(4,669)	\$(4,654)	\$(6,427)	\$(5,426)	\$(3,613)	\$(6,826)	\$(3,909)	\$(59,834)
Negotiated Savings %	(2.77)%	0.25 %	(1.70)%	(2.14)%	(3.81)%	(2.03)%	(2.66)%	(2.33)%	(2.06)%	(1.33)%	(4.21)%	(2.96)%	(2.13)%
Refunds													
Air Refund Vol.	\$11,802	\$5,490	\$22,620	\$537	\$203	\$1,091	\$1,176	\$7,338	\$3,212	\$4,620	\$695	\$98	\$58,884
# of Refunds	4	6	4	1	1	3	2	8	4	7	2	1	43
Avg. Ref Amt.	\$-2,951	\$-915	\$-5,655	\$-537	\$-203	\$-364	\$-588	\$-917	\$-803	\$-660	\$-348	\$-98	\$-1,369
Refund Vol %	3.96%	1.54%	9.54%	0.18%	0.08%	0.43%	0.58%	2.39%	1.13%	1.61%	0.38%	0.07%	1.90%
Exchanges													



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Exchange Vol.	\$37,195	\$48,534	\$18,613	\$40,951	\$35,168	\$25,554	\$28,243	\$38,662	\$24,607	\$19,963	\$23,406	\$16,698	\$357,594
# of Exchanges	139	142	92	125	115	103	103	124	103	103	84	61	1,294
Avg. Exchange Amt.	\$268	\$342	\$202	\$328	\$306	\$248	\$274	\$312	\$239	\$194	\$279	\$274	\$276
Exchange Vol. %	12.48 %	13.59 %	7.85 %	13.82 %	14.39 %	10.05 %	13.99 %	12.60 %	8.63 %	6.95 %	12.65 %	11.22 %	11.53%
Serv Fee													
# of Service Fees	3	25	32	51	19	3	2	4	1	1	1	2	144
Service Fees Vol.	\$6,618	\$11,964	\$8,261	\$1,324	\$4,270	\$1,482	\$3,205	\$7,349	\$5,216	\$5,691	\$5,911	\$50	\$61,341
Hotel													
Hotel Rooms Booked	457	600	446	516	437	451	411	557	463	495	395	237	5,465
Hotel Cost	\$154,044	\$228,045	\$156,697	\$195,239	\$167,240	\$161,639	\$155,732	\$189,151	\$186,896	\$184,820	\$140,266	\$130,380	\$2,050,149
# of Nights	961	1,320	943	1,145	984	940	1,000	1,153	1,185	1,275	872	872	12,650
Avg # of Hotel Nights	2	2	2	2	2	2	2	2	3	3	2	4	2
Avg Cost Per Night	\$160	\$173	\$166	\$171	\$170	\$172	\$156	\$164	\$158	\$145	\$161	\$150	\$162
Car													
Cars Booked	239	259	229	242	204	243	205	300	239	232	155	105	2,652
Car Rental Cost	\$27,694	\$28,728	\$25,354	\$27,594	\$24,379	\$27,755	\$25,350	\$36,779	\$26,102	\$26,483	\$15,450	\$18,977	\$310,645
# of Cars	631	689	585	635	590	664	635	888	673	701	415	483	7,589
Avg # of Days	3	3	3	3	3	3	3	3	3	3	3	5	3
Avg Cost Per Day	\$44	\$42	\$43	\$43	\$41	\$42	\$40	\$41	\$39	\$38	\$37	\$39	\$41
Total Cost	\$454,282	\$570,851	\$423,066	\$478,648	\$401,125	\$419,152	\$355,939	\$501,381	\$476,795	\$483,273	\$317,967	\$281,571	\$5,164,051