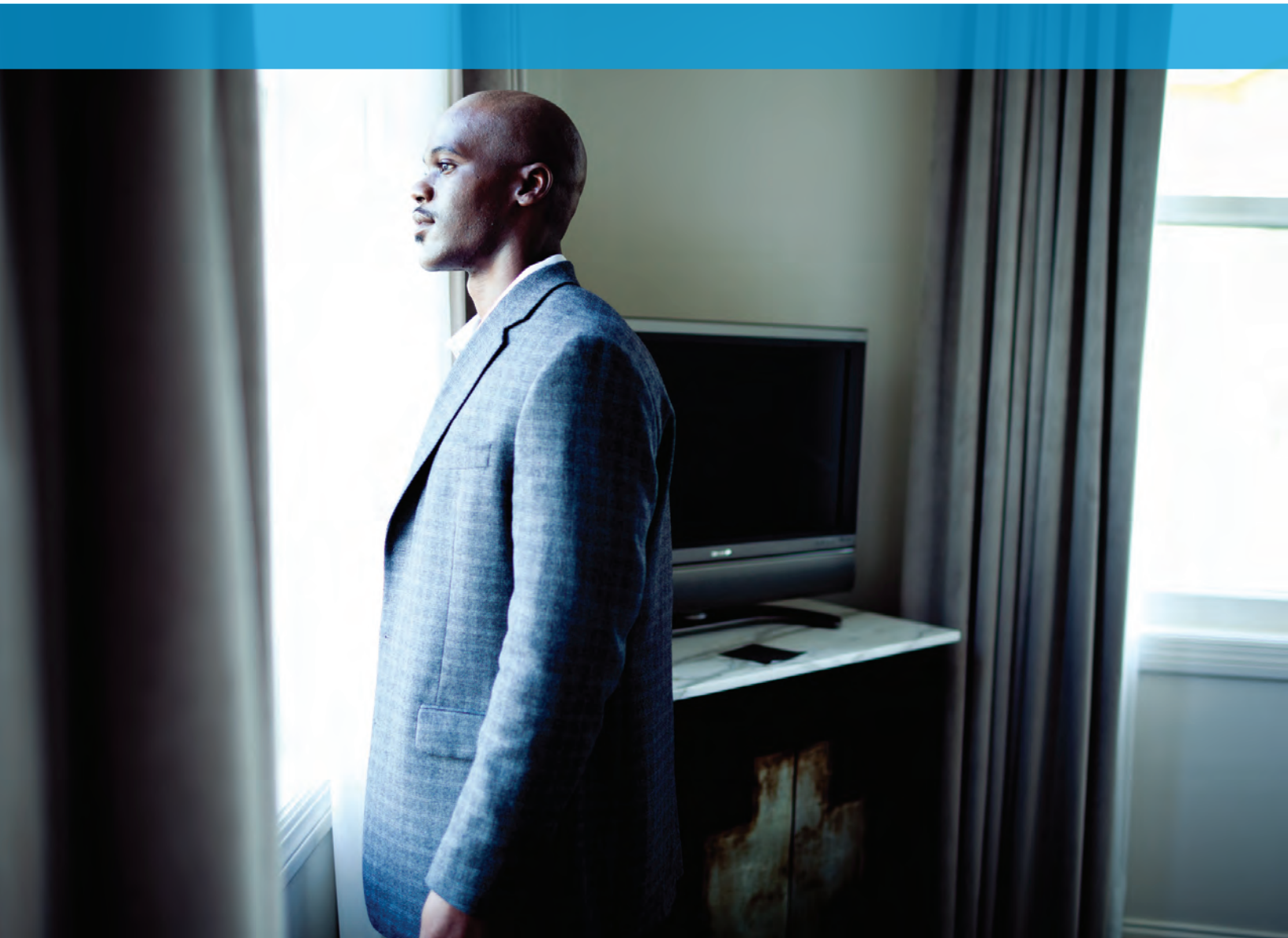




Concur Premier – Travel and Expense



Web-based and mobile travel and expense solutions

Save time. Gain control. Work smarter. Reduce costs.

The image shows a screenshot of the Concur web interface on the left and a mobile app interface on the right. The web interface displays a search for flights from St Louis, MO to Chicago, IL for the dates Mon, Apr 11 to Wed, Apr 13. It features a table of flight options with columns for carrier, price, and results. The mobile app interface shows a 'Concur Home' screen with navigation icons for Trips, Expenses, Claims, and Car, and a 'Current Trip' section with options to add expenses and view updates.

	United	Delta	Continental	Amtrak	American	Multiple Carriers	Southwest	US Airways
All 116 results								
Nonstop 96 results	166.44 20 results	--	156.66 20 results	48.00 7 results	159.40 11 results	159.40 13 results	189.40 12 results	229.40 13 results
1 stop 20 results	--	176.56 20 results	--	--	--	--	--	--

Corporate travel and expense made easy

Concur® Premier, an integrated travel and expense solution, helps organizations save time and control spend – from travel procurement all the way through payment and reporting. Concur pulls all the pieces of travel and expense management together into one system that's tailored to your business.

Worry-free travel planning and booking

With advanced fare search capabilities, travelers are empowered to make smart choices based on their individual preferences and your corporate travel policy.

- **Stay in control** with built-in and up front travel and accommodation rules
- **Book quickly** with global air, car, rail and hotel choices from a single view
- **Stay happy** with open and independent travel inventory options

Concur delivers relevant in-policy travel content to meet the needs of your travelers and your organization. With Concur, you'll have access to multiple Global Distribution Systems (GDS), exclusive direct connects, corporate discounts and Internet-only fares – all delivered in a consumer-centric, single view. By delivering a broad selection of travel choices based on defined corporate policies and individual traveler preferences, Concur eliminates guess work and helps drive compliance.

Streamlined and simplified expense reporting

Corporate or personal credit card charges automatically create expense reports, so there are far fewer tasks once travel is complete and your employees are back in the office.

- **Save time** and hassle by automating your expense reporting process
- **Rest assured** that purchases are in-policy with automatic flagging
- **Pay faster** to maximize rebates and keep everyone happy

With Concur Premier, managers can easily review, approve, process and audit expense reports – providing them with control and visibility into T&E spend. Employees save significant time by easily creating and submitting accurate, in-policy expense reports while automation helps the entire organization be more efficient. Being both Web- and mobile-based, Concur requires no hardware or software to install or maintain with no expensive software licenses, upgrades or IT support required.

One adaptable solution on the Web or your phone

Cash expenses such as tips or taxi fares can be quickly added to an expense report, receipt images can be captured with the phone's camera and credit card charges can be added to expense reports.

E-receipts

Concur offers electronic receipts directly from airlines, hotels, rail and car rental companies, consolidating all transaction information into one place and ensuring all expenses are accurately tracked and accounted for.

Smart Expenses – an industry exclusive

Working behind the scenes, Concur combines itinerary data captured at the time of booking, credit card charges incurred by employees and e-receipts captured directly from the supplier to create a Smart Expense™ – a unique benefit of Concur's integrated solution representing trusted transactions that automatically populate Concur's expense solution.

Make compliance automatic

With Concur's integrated solution, your organization's policies are enforced before violations occur by making it obvious to the traveler which purchases are in compliance and which are not. Expense rules are written into the reporting process, quickly flagging out-of-policy spending.

Travel and expense management on the go

Concur's mobile solution integrates travel and expense functionality, allowing travelers to manage trips, expenses and items such as dining, taxis, hotels and rental cars – all from their mobile device. This gives travelers convenient options to manage their itineraries and expense transactions and complete reports in a timely manner. Managers can remotely review employee expense reports in detail, approving or rejecting them wherever they are.

Visibility into spending

Detailed reporting reconciles data from multiple sources, giving you a complete view into your travel and expense information. The result is actionable intelligence that puts you in control to negotiate better deals with suppliers you use most. With Concur, you have clear insight into how your company and employees spend their travel and expense budgets.



End-to-End Travel and Expense

With Concur, organizations simplify their travel and expense management with one customizable, end-to-end tool that is both powerful and easy to use.

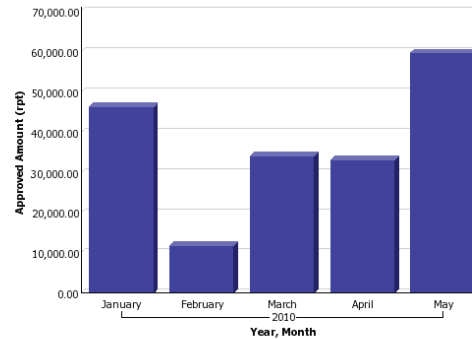
- Book employee preferred, in-policy travel
- Travel smarter with mobile apps
- Get accurate data with e-receipts
- Built-in compliance controls flag out-of-policy spending
- Smart Expenses™ ensure accuracy

Hotel Expense Exceeds Negotiated Rate
 Sent for Payment Date: Between Jan 1, 2010 and May 18, 2010
 Average Tax Rate: 20%
 Reporting Currency: USD

Employee	Report Name	Report ID	Transaction Date	Vendor	City/Location	Expense Type	Payment Type	Amount Difference	Expense Amount	Hotel Negotiated Rate	Reservation Rate
<name>	<name>	FED4611C477F4EF8A88	Feb 17, 2010	HOTEL MONACO SALT LAKE	Salt Lake City	Hotel & Lodging	Credit	-9.43	157.42	149.00	149.00
Employee ID: <employee id>											
<name>	<name>	B80EFACE131B4DAC8436	Feb 21, 2010	Mamott Hotels	San Mateo	Hotel & Lodging					
<name>	<name>	B80EFACE131B4DAC8436	Feb 22, 2010	Mamott Hotels	San Mateo	Hotel & Lodging					
<name>	<name>	B80EFACE131B4DAC8436	Feb 23, 2010	Mamott Hotels	San Mateo	Hotel & Lodging					
<name>	<name>	B80EFACE131B4DAC8436	Feb 24, 2010	Mamott Hotels	San Mateo	Hotel & Lodging					
<name>	<name>	B80EFACE131B4DAC8436	Feb 25, 2010	Mamott Hotels	San Mateo	Hotel & Lodging					
<name>	<name>	B80EFACE131B4DAC8436	Feb 26, 2010	Mamott Hotels	San Mateo	Hotel & Lodging					
Employee ID: <employee id>											

Powerful reporting enhances visibility and control over T&E expenses

Airfares Expensed not Booked in Concur Travel
 All Reports Sent for Payment Between Jan 1, 2010 and May 5, 2010



Employee	Report Name	Transaction Date	Airline	Payment Type	Purpose	Approved Amount (rpt)
Employee	April Expenses	Apr 12, 2010	DELTA 0068211112716	CBCP Corp Card	Baggage charge	25.00
Employee	April Expenses	Apr 15, 2010	DELTA 0068211186147	CBCP Corp Card	Baggage Charge	25.00
Employee						50.00

The benefits of integrated travel and expense:

- **Travel smarter** – enforce in-policy travel even on the go
- **Reduce costs** – automation lowers transaction/processing costs
- **Save time** – travel data automatically populates expense reports
- **Enforce policies** – your policies are written into the solution
- **Increase satisfaction** – with faster employee reimbursement
- **Eliminate paper** – through online processing and e-receipts

A mobile companion makes life easier

With Concur's mobile app, you'll stay up-to-speed with all your travel and expense needs, plus you'll stay informed with your own personal travel assistant from Triplt.



About Concur

Concur is a leading provider of integrated travel and expense management solutions. Concur's adaptable Web-based and mobile solutions help companies and their employees control costs and save time.

Learn more at www.concur.com

