**Preferred Agency Booking Fees**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | **Egencia** | **BCD Travel** | **Travel Collaborative** | **OTT Travel** | **HTT** | **PROTRAVEL INTERNATIONAL** | **Preferred for Athletic Travel:****Anthony Travel** |
| **On-line booking fee**  | $7.00 | N/A | N/A | N/A | N/A | N/A |  |
| **Domestic** **Agent Assisted Fee** | $32.00 | $36.60 | $33.00 | $35.00 | $35.00 | $35.00 | $25.00 |
| **International Agent Assisted Fee** | $38.00 | $41.60 | $33.00 | $35.00 | $45.00 | $35.00 | $35.00 |
| **Amtrak Ticket**  | $7.00\*\*On-line fee | $27.00 | $27.00 | $27.00 | $27.00 | $27.00 |  |
| **Group/Meeting Transactions** |  | $41.60 |  |  |  |  |  |
| **Agent Assisted Car or Hotel Only** | $15 | No Charge | No Charge | No Charge | No Charge | No Charge | No Charge |
| **Refunds** | No Charge | No Charge | No Charge | No Charge | No Charge | No Charge | No Charge |
| **Emergency After Hour Fees** | N/A | $25.00 | N/A | N/A | $17.00 | $17.00 | N/A |
| **Each Corporate Award or Frequent Flyer Ticket Transaction****\*\***The price may vary depending on the airline |  |  | $75.00\*\*  |  |  |  |  |

**Updated 3/15**