

# Introducing the State of Montana Online Travel Booking Tool



## How It Works.

1. Log on to <http://ustravel.com/gateways/stateofmontana/>
2. Register for your own personalized account
3. Once a login is verified, an email confirming access will be sent within 24-48 hours of registration
4. Log in and book your trip!

## Air, Car, & Hotel Bookings.

State employees that will be booking air, car rental, and/or hotels for in-state or out-of-state work will have access to State Term Contracts for car rentals and discounted airfare. Additionally state employees will be able to book in-state and out-of-state hotel reservations at or below GSA rates!

## Reporting.

State agencies will have access to robust reporting capabilities, including tracking resources, archived trips, and customized reports.



Discounted Airfare



Vehicle Rentals



Per Diem Lodging Services



corporate travel  
management

The State of Montana recently entered into a contract with Corporate Travel Management formally US Travel to provide online booking of air, car, and hotels state employees for work-sponsored travel.

You can directly contact the Montana Travel Team at (855) 326-5854 or at [mttravel@ustravel.com](mailto:mttravel@ustravel.com)



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