Concur Travel Enterprise Applications

CIBTvisas Visa and Passport Alert Notification Service



Overview

CIBTvisas integration with SAP Concur offers client travelers a valued solution to foreign entry requirements for international travel. Our visa and passport notification service provides an automatic assessment of the traveler's itinerary and profile to inform of foreign entry requirements within hours of booking an international trip in Concur Travel.

These proactive notifications save time by providing clear information to travel visa requirements, access to visa specialists for guidance including review of application for submission, and procurement services which eliminate the hassle of visiting a government office. Deliver duty of care, certainty and compliance - ensure your client travelers have the proper documentation secured prior to travel.



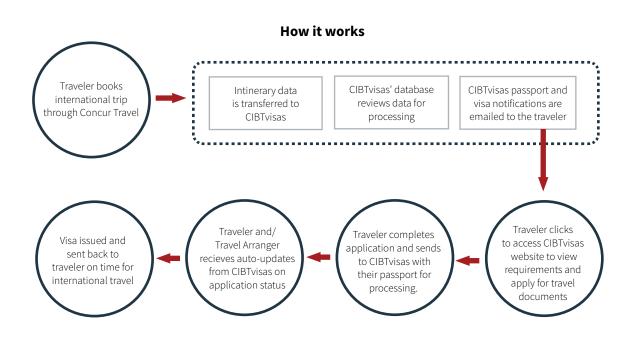
Works with these Concur offerings

- Travel Standard
- Travel Professional



Regions available:

- North America
- Europe
- Asia Pacific
- Latin America



Contact

CIBT Inc. 1600 International Drive, Suite 600 Mclean, VA 22102

CIBTvisas

The Process of Connection

Step 1

Locate us within the App Center.

| Do more with your favori | e apps and services by link | ing them to Concur | | | |
|--|--|-------------------------------------|------------------------------------|---|---|
| Concur for Mobile | Luthansa German | American Atrines | Tripit | My Travel Network | United Altrines |
| One app for travel, receipts, reports | Airlines A new level for your Travel & Expense | Connect your Andvantage Annual | An easier trip, every time | Streamline your business travel thim | United makes corporate travel easier |
| Enterprise Application | | | • • | | |
| | ns integrated with Concur | | | | |
| gogo | C | CIBT visas | TicketManager | intacos WERPEL | X |
| Gogo Inflight | Time Tracker by eBility | CIBTVISAS Travel Documents | TicketManager | ExpenseConnect for Sage Intacct | Connector for Blackbaud |
| Discover uptime and save | Finally track time and axponses together | Oet your travel docs tast & easy | Automate chent enterfainment | Automated Concur Expanse & Sage In | Streamined financial Integration and stime |
| All Connections | | | | | |
| | e apps and services by link | ing them to Concur | | | |
| C. | ΔL | 1 | Q | GO | Ingogei |
| Concur for Mobile | Addison Lee | TripLog Mileage, Excense & Fleet | Yualo | GoCatch - | ingogo |
| One app for travel. | You'll always have your, pround transportution | Travel, Tradi, Expense. | With when and where you need it | Corporate Travel | Geamlessy send tax receipts to Concur |

Step 2

Click "connect" or submit a request for more information via the SAP Concur App Center.



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Authorize your itinerary data transfer from SAP Concur to CIBTvisas for assessment and notification of visa and passport requirements.

| TERMS & CONDITIONS | : |
|---|---------|
| Please review the following licensing terms and conditions | |
| By accepting the following terms, you agree to be bound by the Concur App Center e terms, Company Authorization to Link Services terms, as well as App Licensing Term Conditions. | |
| ✓ Shared Information | |
| By connecting this application, you are authorizing to exchange data with this partner. | ~ |
| | |
| Cancel | I Agree |

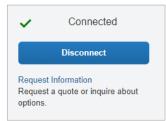
Step 3

Follow the instructions to complete the activation form to finalize your program enrollment.

| | | Please complete the details b notification service. | Please complete the details below in order for CIBTvisas to activate the passport and visa notification service. | | |
|------|--|---|---|----------|--|
| | 10 million (10 mil | Your Information | | | |
| 1-20 | | *First Name | | | |
| | | *Last Name | | | |
| 0 | | *Email | | | |
| | | Company Entity Country | tion required for activa (3444 Ore | ion • | |
| | LINSO | Is this company an existin | g client? () Yes () No | | |
| | Thank you for choosing CIBTvisas. Before we begin, we'll need to know more at | Add another company e 00011 | ntiky | SUBMI | |
| | you. | | | | |
| | | | | | |

Step 4

The App Center listing should now show a "Connected" status – CIBT will now be able to access your travel itineraries from SAP Concur.



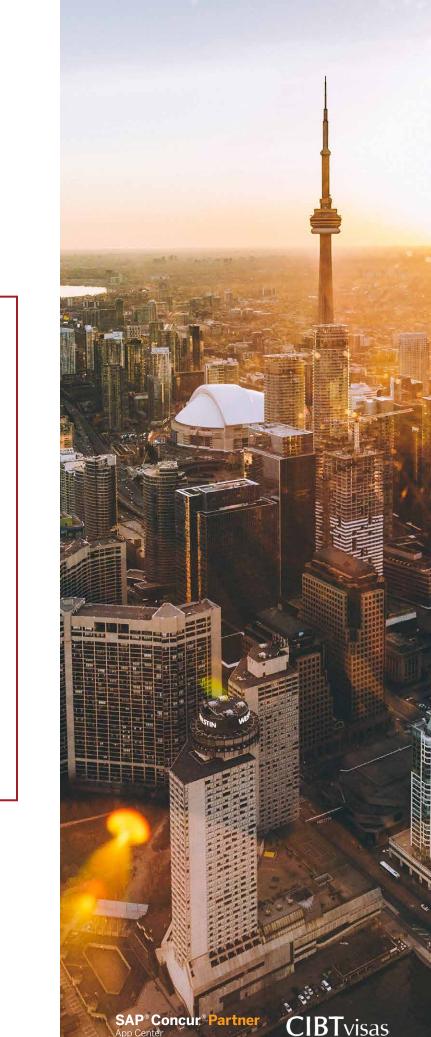


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Important Rules and Requirements

- The SAP Concur App Center must be enabled for your company to enroll in this service.
- The user linking the client must have the appropriate permissions to activate the connection i.e. Web Service Administrator (WS ADMIN) access rights.
- The users contact information is a requirement in the case CIBT needs additional information for client activation.
- CIBT assesses itineraries at a travel configuration and country level. We will need to know the company name or entity and corresponding country for which the service should be set active.
- User profiles should be up to date with passport and visa data for accurate assessment of travel documents.



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