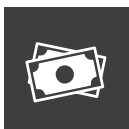


## HOW WE HELP:



### FOCUS ON YOUR BUSINESS

Let us free up your time and have CLC do all the work. We research, negotiate, and book all of your stays.



### HOTEL RATE SAVINGS

CLC Lodging puts our hotel partnerships and buying power to work to provide aggressive negotiations.



### BUILDING A PARTNERSHIP

Have a preferred hotel or a pre-established relationship/rate with a property? No Problem! Just let CLC know and we can partner with the hotel to make your reservation.



### NO UNAUTHORIZED CHARGES

DSS guarantees that no unauthorized charges will ever appear on your bill. If a hotel bills incorrectly, we will resolve the charge for you.



### TRAVEL POLICY ADHERENCE

Your company has a custom travel policy to ensure CLC is finding hotel options that are the best balance of quality, location, and pricing.



### CONSOLIDATED, CODED BILLING

No longer will you have to keep track of hotel receipts. With DSS, you get our timely, consolidated invoice with no more surprises or missing job codes.



### COMPREHENSIVE REPORTING

Through CLC' online portal, Web Genesis, you can make lodging requests and track reservations.

## HOW IT WORKS:

- 1 Provide CLC with the information about your upcoming stay to be invoiced under the DSS account.
- 2 Select a lodging option that works for your team.
- 3 Receive your confirmation via phone and email.
- 4 Communicate to CLC any needed changes.

## COMMUNICATING CHANGES:

Give us a call any time. We are open 24/7, 365. Comments, questions, concerns - we are happy to assist. Just call **888.852.5100**.

- 1 Cancellations
- 2 Extensions
- 3 Issues with the hotel
- 4 Room changes
- 5 Adding rooms

## CLC ADDITIONAL INFO:

- ▶ The CLC Managed program saved our clients over \$45,000,000 on hotel rates in 2019.
- ▶ CLC does not impede with your traveler's ability to obtain hotel rewards points on room reservations.

**Thank you for partnering with the DSS-CLC Lodging Managed Program. We look forward to working with you.**