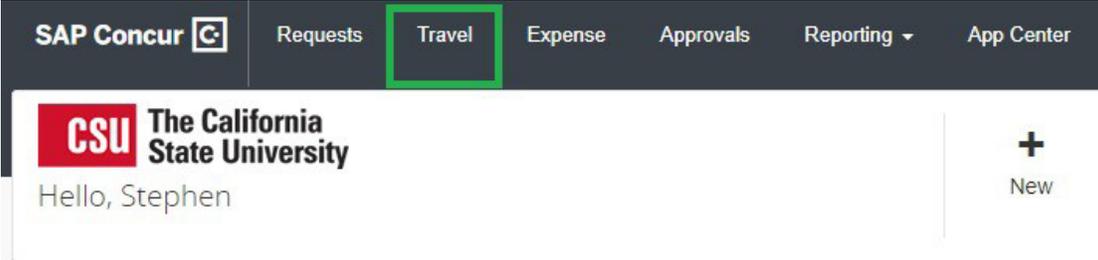
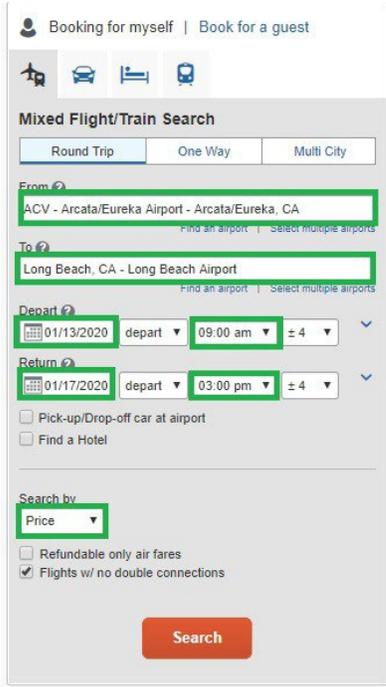


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January 02, 2025

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STEP	ACTIVITY
<p>Do you have an approved travel request? If yes, proceed. If not, DO NOT BOOK ANY TRAVEL. You must complete a request prior to booking your travel. Log into SAP Concur and click on “Travel” in the upper left.</p>	
<p>Flights</p>	
<p>Next, enter your Flight departure/arrival information, including departure and return dates, and click “Search.” In the initial flight search, you will also have the option of selecting the bottom check boxes to indicate if you’ll need a rental car or hotel. You will also be able to search by price or by schedule. Please note that the search will only display flights within their selected departure and return times.</p>	

Sort through the flight options and choose your departing and returning flights. Click on the airfare that suits your travel needs. You may also click on "Show matrix" to see availability of carriers and nonstop flights.

ARCATA/EUREKA, CA TO DENVER, CO
MON, JAN 13 - FRI, JAN 17

[Show matrix](#) [Print / Email](#)

Depart [Return](#)

Arcata/Eureka, CA - Mon, Jan 13

Flight Number Search Sorted By: [Depart - Earliest](#)

Displaying: 27 out of 27 results. [Previous](#) [1](#) [2](#) [3](#) [Next](#) | [All](#)

	06:00a ACV → 07:21a SFO	Nonstop	Economy	Select
	09:00a SFO → 12:39p DEN	Nonstop	Economy	
5h 39m / United 5276, United 948 - View seats Canadair Regional Jet, Boeing 737-900 (Worldspan)				
	06:00a ACV → 07:21a SFO	Nonstop	Economy	Select
	11:00a SFO → 02:47p DEN	Nonstop	Economy	
7h 47m / United 5276, United 223 - View seats Canadair Regional Jet, Boeing 737-800 (Worldspan)				

It is recommended that you stick with only one carrier when booking airfare to avoid issues if one leg of the flight is cancelled. At any point during your search, you have the option to view available flights by fares or by schedule, depending on your flexibility.

Trip Summary

ARCATA/EUREKA, CA TO DENVER, CO
MON, JAN 13 - FRI, JAN 17

Show as [USD](#)

[Select Flights or Trains](#)

Round Trip
ACV - DEN
Depart: Mon, 01/13/2020
Return: Fri, 01/17/2020

[Finalize Trip](#)

Hide matrix [Print / Email](#)

All	7 results	
Nonstop	1 results	
1 stop	6 results	

Selected Fare

	06:00a ACV → 12:39p DEN	1 stop SFO	5h 39m	Remove
	07:07p DEN → 10:31a ACV	1 stop BUR	16h 24m	\$573.60

* United 5276 / 5369 operated by Skywest Dba United Express

[Show all details](#)

[Shop by Fares](#) [Shop by Schedule](#)

Please note: search results are based on your selected criteria and other factors including company policies. Fare, schedule or availability information may not be complete or in neutral order.

DEPART Mon, Jan 13 - Arcata/Eureka, CA to Denver, CO / 1h 39m layover in San Francisco, CA

Once you have chosen your flights, Concur will show you an overview before purchasing your tickets. Scroll down to the bottom section and approve your selection by clicking, "Reserve Flight and Continue."

REVIEW PRICE SUMMARY

Description	Fare	Taxes and Fees	Charges*
Airfare	\$365.58	\$47.62	\$413.20
Airfare	\$112.26	\$37.02	\$149.28
Total Estimated Cost: \$562.48		Total Due Now: \$562.48	

* Each line item will be a separate charge on your credit card statement.

METHOD OF PAYMENT

This purchase will be charged to your company directly.

⚠ This is a Non-Refundable Ticket

Customers holding NON-REFUNDABLE type tickets may USUALLY cancel their journey, and reuse these tickets to any destination in the carrier's system, within one year following the DATE OF ISSUE (READ THE FARE RULES to be certain this applies). Reservations MUST be cancelled by the intended (original) departure day, or tickets will be void and have NO value for future use. These rules apply to DOMESTIC ticketing only.

By completing this booking, you agree to the fare rules and restrictions and hazardous goods policy.

[Back](#) [Reserve Flight and Continue](#)

Rental Cars

For **Rental Cars**, you can search for the estimated price of the car/dates of the desired rental. Use the estimate cost in your travel Request. **Cars can't be reserved in Concur if you want them delivered to campus. Cars booked here can't be direct-billed to CSUB. NOTE: the CSU contracts with Enterprise and National.

Trip Summary

Select a Car
Pick-up: Mon, 01/20/2020
Drop-off: Thu, 01/23/2020

Finalize Trip

Change Car Search

Pick-up date: 01/20/2020 12:00 pm
Drop-off date: 01/23/2020 12:00 pm
Pick-up car at: Airport Terminal / Off-Airport
Please enter an airport.
ACV - Arcata/Eureka Airport - Arcata/Eureka, CA

Additional insurance purchased may not be reimbursable, refer to the CSU Travel Procedures.

PICK UP: (ACV) ON MON, JAN 20 12:00 PM
RETURN: THU, JAN 23 12:00 PM

Hide matrix Print / Email

All 10 results	Compact Car	Intermediate Car	Standard Car	Full-size Car	Mini Van	Intermediate SUV
Enterprise	132.05	132.38	140.12	140.98	223.20	--
Most Preferred						
National	132.05	132.38	--	140.98	223.20	222.97
Most Preferred						
Avis	020 CAR NOT AVAILABLE. AVAILABLE CARS ARE NONE #AL#					
AVIS	010 NO ARPT LOCS STORED					
Budget	010 NO ARPT LOCS STORED					

Sorted By: Policy - Most Compliant

[intentionally left blank]

Hotels

When searching for **hotels**, enter the check-in and check-out dates. You also have the choice to search by proximity to addresses, airports, and reference points. The "Company Location" option lists all CSU campuses.

Booking for myself | Book for a guest

Hotel Search

Check-in Date: [] Check-out Date: []

Search within 5 miles from

Airport Address

Company Location Reference Point / Zip Code

Reference Point / Zip Code
(e.g. "Statue of Liberty", "90210" or "Alexandria, VA")

With names containing: []

Search

You may also use the map or the search options on the left to find hotels.

Trip Summary

Select a Hotel

Nights: 4
 Los Angeles Intl Airport, Los Angeles, CA
 Check-in: Mon, 01/20/2020
 Check-out: Fri, 01/24/2020

Finalize Trip

Change Search

Price: \$120 - \$1,399

Display Settings
 Hide Sold Out
 E-Receipt Enabled

Property Brand
 Chain Superchain

Certain hotels may offer government/preferred member rates which do not apply to all. CSU employees may use State Government rates. Additional verification may be required in order to receive the discounted/preferred rate shown.

CHECK-IN MON, JAN 20 - CHECK-OUT FRI, JAN 24

Hide Map Print / Email

Company Preferred Accommodation

If you click on “View Rooms” on a hotel you are interested in booking, it will provide you with the room options and prices.

2. Miyako Hotel Los Angeles
 328 E 1st St, Los Angeles, CA 90012 [Map it](#)

0.26 miles ★★☆☆☆

\$179

[View Rooms](#)

[Hotel details](#)

Click on the hotel room price to choose this room. This will guide you to the Review and Reserve Hotel page. Verify all of the information and check the box, “I agree to the hotel’s rate rules, restrictions, and cancellation policy.” Then click “Reserve Hotel and Continue” as seen below.

2. Miyako Hotel Los Angeles
 328 E 1st St, Los Angeles, CA 90012 [Map it](#)

0.26 miles ★★☆☆☆

\$179

[Hide Rooms](#)

[Hotel details](#)

Room Options

Bcdt Travel Two Double Beds-desk-wifi Please cancel 1 day before arrival (Worldspan) Rules and cancellation policy	i	\$179
Bcdt Travel King Bed-flat Screen Tv-desk-wifi Please cancel 1 day before arrival (Worldspan) Rules and cancellation policy	i	\$179
Bcdt Travel Two Double Beds-wifi Please cancel 1 day before arrival (Worldspan) Rules and cancellation policy	i	\$197

ACCEPT RATE DETAILS AND CANCELLATION POLICY
 Please review the rate details and cancellation policy provided by the hotel.

Hotel Rates

170.10 USD PER NIGHT STARTING 20 JAN FOR 1 NIGHT
 179.10 USD PER NIGHT STARTING 21 JAN FOR 3 NIGHTS
 ROOM RATE DETAIL: ALL KNOWN TAXES/FEES/SURCHARGES
 1.34 USD STATE/PROV TAX PER STAY
 10.62 USD CITY TAX PER STAY
 99.02 USD ROOM TAX PER STAY
 110.98 USD TOTAL TAX/SURCH/FEE

I agree to the hotel's rate rules, restrictions, and cancellation policy.

[Back](#) [Reserve Hotel and Continue](#)

Click “Confirm Booking” to complete the booking process. **Please finish the booking process to keep your itinerary.**

