



REMINGTON

The premier service provider to the hospitality industry.™

Business Travel Account Profile

COMPANY/ACCOUNT INFORMATION		
Company name		
Contact name		
Contact title		
Address		
Telephone number		
E-Mail		
Company website address		
Sales Manager name		
GENERAL INFORMATION		
<input type="checkbox"/>	What is the traveler profile- title, purpose of visiting area, division/department	
<input type="checkbox"/>	What are the feeder cities- other office locations, where are travelers coming in from?	
<input type="checkbox"/>	What is the room night volume- weekly/monthly/annual?	
<input type="checkbox"/>	What is typical arrival day and length of stay?	
<input type="checkbox"/>	Additional travel needs- training, relocation, projects, recruiting, auditors	
<input type="checkbox"/>	Other hotels used currently or in the past and rate	
<input type="checkbox"/>	What is your room rate budget, city cap, per diem? LRA/NLRA? Commissionable?	
<input type="checkbox"/>	Buy Decision- what is most important to you and your travelers?	
<input type="checkbox"/>	Decision maker(s) and process of making decision on hotel usage	

<input type="checkbox"/>	Does the company have a travel program policy?	
<input type="checkbox"/>	Is the use of preferred hotels mandated? Enforced?	
<input type="checkbox"/>	What is the compliance % to preferred hotels?	
<input type="checkbox"/>	How are the reservations made- brand.com, travel agent, on-line booking tool, call hotel direct?	
<input type="checkbox"/>	Does the company use an online booking tool? If yes, name of online tool	
<input type="checkbox"/>	What is the compliance % to online booking tool for hotel bookings?	
<input type="checkbox"/>	What is the Travel Management Company (TMC) of record?	
<input type="checkbox"/>	What is the % of hotel reservations made through travel agency?	
<input type="checkbox"/>	Are there hotel marketing opportunities available? If yes, what are they?	
<input type="checkbox"/>	Do you book Group Meetings / Events? What departments have groups/meetings and contact information?	
<input type="checkbox"/>	What are your outbound travel needs for other cities- individual travel, groups? Remington cities?	

OTHER ACCOUNT INFORMATION

<input type="checkbox"/>		
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