Christopherson Business Travel (CBT) Contact Information

CBT is the State of Louisiana contracted travel agency. As a reminder, faculty, staff and LSU students are required to use CBT for airfare bookings. The contact information for CBT is provided below. For more information on CBT, please refer to the New Travel Agency section on the Accounts Payable & Travel website.

CBT UNIVERSITY TRAVEL TEAM
Monday – Friday 7a.m. – 7p.m. CT

Contact Information
Toll Free Phone: 1.800.961.0720
Local Phone: 205.874.8538
E-mail: StateLAUniv@CBTravel.com
After Hours: 1.800.961.0720 – Reference ID code 9AW
International After Hours: 801.327.7742 – Reference ID code 9AW

Domestic and International Travel Advisors*
Ericka Krzykwa: 801.327.7724 Ericka.Krzykwa@CBTravel.com
Kelley Kokes: 801.327.7678 Kelley.Kokes@CBTravel.com
Jay Rowley: 801.327.7634 Jay.Rowley@CBTravel.com
Donna Hays: 801.405.9082 Donna.Hays@CBTravel.com
Kelly Arens: 801.327.7707 Kelly.Arens@CBTravel.com
Trent Sawyer: 801.988.9436 Trent.Sawyer@CBTravel.com
Michelle Yanez Newcomb: 801.327.7635 Michelle.YanezNewcomb@CBTravel.com

Group Travel Agents*
Tonja Smith: 205.874.8540 Tonja.Smith@CBTravel.com
Charlotte Liner: 205.874.8530 Charlotte.Liner@CBTravel.com

*Note: Travelers/Departments are encouraged to send e-mails to the main CBT e-mail address. It is also acceptable to contact one of the Advisors directly, but please do not send an e-mail to all Advisors at once as it will delay the response time for other requests.

Summary of pertinent information:

1. Christopherson Business Travel normal business hours are 7:00am to 7:00pm CST Monday-Friday.
2. The agent-assisted transaction fee is $24 for domestic and $31 for international.
3. Any calls to (800) 961-0720 made between 7pm and 7am CST will roll over to the After-Hours Service Provider. After-Hour services should be limited to true emergencies. Airfare bookings should be made during normal business hours.

CBT CONCUR TRAVEL ONLINE SUPPORT
Monday – Friday 7a.m. – 7p.m. CT
P: 888-535-0179
E: OnlineSupport@CBTravel.com

Christopherson Bus Charters STM Ground Inc. – STM Driven
1203 W. Ridgeway Avenue
Waterloo, IA 50701
Direct: 319-433-0851
Cell: 773-766-8123
Fax: 319-234-2490
E-mail: Nick Gyllin: NGyllin@STMDriven.com