

CORPORATE TRAVEL ACCOUNT



BUSINESS TRIPS WITH TRANSPARENCY.

THE ADVANTAGES OF THE CORPORATE TRAVEL ACCOUNT AT A GLANCE.

Simplify accounting and reconciliation of costs related to business trips.

The Corporate Travel Account is a central account that you can use to pay for and simplify the accounting for business trips expenses such as flights, hotels, car rental, train tickets, and travel agency fees for all employees, consultants, and guests. The Corporate Travel Account has been designed so that you can use it yourself internally (with an integrated payment option in your own online booking tool), or your travel agency can use it. Relevant supplementary information can be added to the transactions, making cost allocation and accounting easier. The Cornèrcard Corporate Travel Account is available in both Visa and Diners Club versions.

✓ **Control and transparency.**

You will receive just one, clearly structured combined statement each month instead of many individual statements. This combined statement will of course also be available to you in electronic form via our card management portal, the Partner Collaboration Tool.

✓ **Personalised additional information.**

You can add relevant additional information, such as project numbers, cost centers, and travel agency delivery note numbers, to the transactions in line with your operational needs. You will be able to see all these additional details in your combined statement. This makes cost allocation much easier and saves you time.

✓ **Automated expense management.**

Integration of cards into our partners' Expense Management Tools for automatic transmission of transaction data into the expense management system (Abacus and AbaNinja in real-time / Edi, MobileXpense, Rydoo, SAP Concur, Yokoy and Zucchetti daily). Our partners offer various possibilities for integration with ERP systems.

✓ **Free, comprehensive insurance coverage.**

Anyone whose business trip is paid for with the Corporate Travel Account also benefits from comprehensive insurance coverage. For example, the Corporate Travel Account includes business travel insurance and Travel Accident Advantage insurance, which both come with high insurance benefits.

✓ **Global acceptance.**

With the Corporate Travel Account, payments are accepted worldwide, providing maximum freedom and flexibility.

comercard

P.P. CH 4601 Lugano - CP 1271 Pavia CH SA

GUBLER SA
MARIO ROSSI
RUE ROMA PAROIS 3
1202 GENEVE

Monthly statement

Company: GUBLER SA
Name: TRAVEL GUBLER SA
Billing unit: 2107046889 CHF
Previous balance in our favour: 38'444.80
Total debits: 64'172.55
Total credits: 64'176.45
New balance in our favour: 48'450.90

Lugano, August 2, 2024

Date	Description	Debits CHF	Credits CHF
01.07	Previous balance	3,500.00	
05.07	Your payment		3,500.00
	TRAVEL MARKETING , Spending limit CHF 70,000.00		
27.06	DINERS 3615-8900XX-9829 AIRLINE ABC, Zurich, Schweiz Invoice number: 001088484 Ticket number: 4772737001 Date: 24/06/24 Phone: CDS MRS 001 Airline: AIRL NNE 142 Flight number: 617 B Reservation code: 098022 Customer name: SA Berger/Daniel Reference 1: 0578972088475 Reference 2: WA 7026262 Reference 4: 4772737001 Reference 6: 002046007	5,370.00	
27.06	TRAVEL AGENCY ABC Invoice number: 001088484 Ticket number: 4772737001 Date: 24/06/24 Phone: CDS MRS 174-14032-174 Airline: AIRL NNE ABC Flight number: 4019 Customer name: SA Berger/Daniel Reference 1: 726676707158 Reference 2: WA 7026262 Reference 4: 4772737001 Reference 6: Processing fee for flight	22.00	
07.03	LUFTHANSA CHF1, GENEVE, Switzerland Invoice number: 001247001 Ticket number: 105044 Date: 24/03/23 Phone: CDS MRS MRS 004 Airline: WFFW EGENCIA CH Flight number: 7603 Reservation code: 20887247001 Customer name: MARIOLACRISTINA Reference 1: 90002716 Reference 2: 10217 Reference 6: W06L5	304.60	
	Total GUBLER SA TRAVEL: CHF 56'044.75		
	Balance that we will claim from your bank on 22.04.2024	48'450.90	

2107046889 | | | | 16.4.2024 | CC | 700 | CDR | CC

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Comer Banca SA, ComerCard, Via Canova 16, 6901 Lugano, Tel. +41 91 850 41 41
info@comerbank.ch, comerbank.ch, CH-10546, 4019/BA, BE308117 0010102

VISA Mastercard

comercard

Receipt

Account / Payable to
CHF 314 1000 2439 5500 1
CORNER BANCA SA
VIA CANOVA 16
CH-10546
CORNERCARD
6901 LUGANO

Reference
00 00000 00000 08021 07046 77022

Pays to
COMPANY ABC LTD
DANIEL BERGER
BAHNHOFSTRASSE 1
8001 ZURICH

Company Amount
CHF 5 372.00

Payment part

Account / Payable to
CHF32 3014 1000 2439 5500 1
CORNER BANCA SA
VIA CANOVA 16
CH-10546
CORNERCARD
6901 LUGANO

Reference
00 00000 00000 08021 07046 77022

Pays to
COMPANY ABC LTD
DANIEL BERGER
BAHNHOFSTRASSE 1
8001 ZURICH

Company Amount
CHF 5 372.00

Acceptance point

- ✓ **Activation.**
Apply for the Corporate Travel Account in your company's name and register it with your travel agency and/or your online booking tool.
- ✓ **Booking.**
Book your business trips in the usual way.
- ✓ **Billing.**
All travel expenses (such as flight and train tickets, rental cars, or travel agency services) are paid for via the Corporate Travel Account.
- ✓ **Combined statements.**
Each month, you will receive a statement with a detailed list of all travel expenses, which you can process easily and quickly, eliminating the need for the travel agency to send individual invoices.

² If paid for using your Corporate Travel Account.