

Travelport Quick Tips

Quick Tip #1:

Did you know that storing your frequent flier, frequent car renter, and hotel guest program numbers in your profile on Travelport can help ensure you get points or miles for every trip you book? If you store your member numbers within your profile on Travelport, when you book your travel reservation your membership number will automatically be attached to your reservation – ensuring you get points or miles for every transaction!

Click on the “My Account” tab and then “My profile” to store your member numbers.

Quick Tip #2:

We know how important choosing your seat can be when booking a flight. However, occasionally the airline will not allow you to choose your seat. This is because 80% of the flight or more has been sold and the airport has taken over seat assignments for the flight. For these situations it is useful to have established a seat preference in your profile (middle, aisle, window) so the probability of your receiving your preferred seat will be much higher.

Click on the “My Account” tab and then “My profile” to store your seat preference today.

Quick Tip #3:

Care Alerts can make traveling hassle free.. They monitor your travel plans and automatically send you alerts about your flight status, including delays, cancellations and air traffic slowdowns at airports. In many cases you will be informed of changes before ticket agents know. Click on the “My Account” tab and then “Care Alerts” to sign up today. You can decide when and how you want to receive Care Alerts and have the option to share them with up to six colleagues, family members and friends.

Quick Tip #4:

Looking to speak with someone on the phone? Just call 1-800 320-1446, or 1-303-248-2409 from outside of the US. Our Customer Service Center is open 24 hours a day, 7 days a week. You can always find these numbers under the “Customer Service” tab.