

## Fox World Travel Transaction Fees

As the University's designated travel agency, Fox World Travel is the only booking source with access to the University's airline, hotel, and car rental discounts and will guarantee any fare quote. Contact the NU Travel Office for more information. Fox also provides an array of benefits to the university, including group booking tools, around the clock assistance, and Duty of Care support.

Beginning July 5<sup>th</sup>, 2020 travelers will see changes to the transaction fees charged for their business travel as shown in the following table. For personal travel only (i.e. for personal reasons), whether to extend a trip or to upgrade an airline ticket, contact Melody Stark at the NU Travel Office for more information.

[melody.stark@nebraska.edu](mailto:melody.stark@nebraska.edu) / [traveloffice@nebraska.edu](mailto:traveloffice@nebraska.edu) / 402.554.3456

NU Description	Transaction Fee	Explanation
Online, No Agent	\$5.00 per call/per airline ticket	Utilizing the Concur Booking Tool for Domestic International airline booking
Agent Domestic	\$20.00 per call/per airline ticket	Contact agent via phone for airline ticket booking
Agent International	\$26.00 per call/per airline ticket	Contact agent via phone for airline ticket booking
Agent Assist Charge	\$10.00 per call/per airline ticket	Ticket booked via Concur booking tool, then contacted Fox for assistance