

## **Travel Promotions** <sup>[1]</sup>

The Procurement Service Center's managed travel program regularly offers promotions available to university employees through our valued travel partners. These include benefits that can be used for personal as well as business travel. Be sure to check back to this page regularly for new and updated promotions.

### **Rental Car Promotions**

Register now with [National Car Rental](#) <sup>[2]</sup> for one two free and earn one promotional free day (covers base rate, Time and Mileage only) with every two eligible Midsize or larger vehicle rentals of at least two consecutive days between April 1 and June 22, 2025. [Terms apply](#) <sup>[3]</sup>. **Register today!** <sup>[4]</sup>

Visit our [News and Updates](#) <sup>[5]</sup> page to subscribe to the PSC Blog for email updates.

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### **Airport Parking Discounts**

Discounts on parking near Denver International Airport are offered to all University of Colorado employees. Vendors provide shuttle service with baggage assistance from their lots to the airport terminals. All partner vendors operate 24 hours a day, 7 days a week all year long. Parking availability is guaranteed as part of our agreements, but reservations are available and recommended.

Find more information on our [Airport Parking page](#) <sup>[6]</sup>

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### **Airline Carrier Promotions**

Employees who book and travel for work with Southwest Airlines between January 15 and April 15, 2025 could earn up to 30,000 Rapid Reward bonus points! Registration is required for eligibility, and bookings must be made in Concur or with a Christopherson Business Travel (CBT) agent directly within the promotional dates listed.

- Book and fly two qualifying round trip flights (or four qualifying one-way flights) to earn 5,000 Rapid Rewards bonus points
- Book and fly three qualifying round trip flights (or six qualifying one-way flights) to earn 15,000 total Rapid Rewards bonus points
- Book and fly four qualifying round trip flights (or eight qualifying one-way flights) to earn 30,000 total Rapid Rewards bonus points

Register at [Southwest.com/2025CPaccelerator](https://Southwest.com/2025CPaccelerator) <sup>[7]</sup> if interested.

Visit our [News and Updates](#) [5] page to subscribe to the PSC Blog for email updates.

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## Hotel Promotions

University of Colorado employees and student are invited to receive instant Marriott Bonvoy™ Silver Elite status and benefits.

Silver Elite benefits:

- 10% bonus points on stays
- Priority Late Checkout
- Ultimate Reservation Guarantee

Register by December 31, 2025, to enjoy this [exclusive offer](#) [8].? Learn more [HERE](#) [9].

Visit our [News and Updates](#) [5] page to subscribe to the PSC Blog for email updates.

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## Resources

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- [University Risk Management - Travel](#) [12]
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- [Concur Expense: Identifying Delegates in Concur](#) [15]
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- [Concur Expense: Determining Reimbursement \(or Owed\) Amounts on Expense Reports](#) [17]
- [Concur General: Acting as a Delegate or Travel Arranger](#) [18]
- [Concur Request: Creating and Submitting Travel Pre-Approval Requests](#) [19]
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# Policies and Procedures

- [APS 4024 - Travel Authorization Policy](#) [27]
- [PSC Procedural Statement: Travel](#) [28]
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Procurement Service Center

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**Source URL:** <https://www.cu.edu/psc/travel/booking-travel/travel-promotions>

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[8] <https://www.joinmarriottbonvoy.com/account/UniversityofColorado/> [9] <https://www.cu.edu/doc/university-colorado-silver-elitepdf> [10] <https://pschelp.cu.edu/s/frequently-asked-questions> [11] <http://my.cu.edu/> [12] <https://www.cu.edu/risk/travel> [13] <https://www.cu.edu/psc/travel/preferred-hotel-program> [14] <https://www.cu.edu/psc/forms/request-reassign-airfare-charges> [15] <https://pschelp.cu.edu/s/article/Concur-Expense-Identifying-Delegates-in-Concur> [16] <https://pschelp.cu.edu/s/article/Concur-Expense-Adding-and-Managing-Travel-Allowances-Per-Diems-Employees> [17] <https://pschelp.cu.edu/s/article/Concur-Expense-Determining-Reimbursement-or-Owed-Amounts-on-Expense-Reports> [18] <https://pschelp.cu.edu/s/article/Concur-General-Acting-as-a-Delegate-or-Travel-Arranger> [19] <https://pschelp.cu.edu/s/article/Concur-Request-Creating-and-Submitting-Travel-Pre-Approval-Requests> [20] <https://pschelp.cu.edu/s/article/Concur-Travel-Requesting-Cash-Advances-for-Travel> [21] <https://pschelp.cu.edu/s/article/Concur-Travel-Booking-Airfare-in-Concur> [22] <https://pschelp.cu.edu/s/article/Concur-Travel-Booking-Lodging> [23] <https://pschelp.cu.edu/s/article/Concur-Travel-Booking-Rental-Cars> [24] <https://pschelp.cu.edu/s/article/Concur-Travel-Using-the-Travel-Card-to-Pay-for-Travel-Meals>  
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