

# Association of Corporate Travel Executives

The Association of Corporate Travel Executives (ACTE) is the leading professional association dedicated to educating and networking the business travel community on a global level. Founded in 1988, ACTE has quickly grown to represent over 2,400 members from more than 35 countries worldwide. ACTE's membership is comprised of senior level travel managers and upper-echelon travel service supplies. A unique membership structure guarantees every ACTE member full voting rights, an equal share in member benefits, and a full return on their membership dollars.

As an ACTE member you will join a global network of business travel executives who have access to valuable answers to global travel management issues that are emerging in pacesetting organizations throughout the world. ACTE also empowers you through distinctive, top tier educational programming and networking opportunities.

Opportunity takes many forms. Sometimes it means having access to vital information. Other times it means meeting valuable contacts or having the chance to make a profound difference in the way you do business. ACTE provides you with the opportunity to make the most of your business dealings whether you are a user or provider of business travel services.

Don't let this opportunity pass you by. Join ACTE today!

## ACTE Membership Benefits include:

- Educational programs developed by your peers and designed for advanced skill levels.
- Unparalleled opportunities to interact with senior-level business travel executives.
- Complimentary subscriptions to the *ACTE Global Business Journal* (formerly the *ACTE Quarterly*) and *ACTE Update* newsletter.
- Access to the "Members Only", corner of the ACTE website ([www.acte.org](http://www.acte.org)).
- Substantial registration savings and privileges at ACTE's Global Conferences, and Executive Forums held around the world.
- The opportunity to make our strength your greatest resource.

# ACTE

Asia-Pacific   Canada   EMEA   United States

## The Network of Global Travel Executives

### EMEA Membership Application

To join fill out both sides of this membership application and submit it to ACTE or join online at [www.acte.org](http://www.acte.org).

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Company: \_\_\_\_\_

Dept/Floor: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_ P.O. Box: \_\_\_\_\_

City: \_\_\_\_\_ State/Province: \_\_\_\_\_

Zip/Postal Code: \_\_\_\_\_

Country: \_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

How did you hear about ACTE? \_\_\_\_\_

### Method of Payment

**EMEA - Annual membership dues: €260.00**

☐ Enclosed is my check for \_\_\_\_\_ (Payable to ACTE)

Please charge my:    ☐ American Express    ☐ Diners Club  
                                 ☐ Visa    ☐ Eurocard/MasterCard

Cardholder's Name: \_\_\_\_\_

Account No.: \_\_\_\_\_

Expiration Date: \_\_\_\_\_

### Member Profile

**The completion of the membership profile on the reverse of this application is required.** ACTE is the leading data and educational resource of the industry and the global business community. This information is for use by ACTE only and will not be sold or bartered.



(Please complete the reverse side.)

# Member Profile

*Member Name:* \_\_\_\_\_

## My Membership Category is:

- ☐ Corporate Travel Management
- ☐ Corporate Procurement
- ☐ Corporate Finance
- ☐ Corporate Human Resources
- ☐ Travel Management Company (**Agency**)
- ☐ Supplier, Airline
- ☐ Supplier, Corporate Card
- ☐ Supplier, Hotel
- ☐ Supplier, Car/Limousine
- ☐ Supplier, Technology
- ☐ Consultant
- ☐ Other \_\_\_\_\_  
(please explain)

## My Title is:

- ☐ President/CEO
- ☐ Vice president
- ☐ Director
- ☐ Manager
- ☐ Other \_\_\_\_\_  
(please explain)

**ACTE**

Asia-Pacific Canada EMEA United States

ASSOCIATION OF  
CORPORATE TRAVEL  
EXECUTIVES

## Experience:

How many years have you been in the industry? \_\_\_\_\_

How many years have you been with your present company? \_\_\_\_\_

List up to three issues/challenges you will face over the coming year?

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## Responsibility:

### Check all of the following that best describes your responsibilities:

- ☐ I am involved in setting corporate travel policies.
- ☐ I am involved in managing business and travel costs.
- ☐ I select/recommend business travel suppliers.
- ☐ I am involved in meeting planning and/or negotiating rates for meetings.
- ☐ Other (please specify) \_\_\_\_\_
- ☐ I am not involved in business travel or meeting planning.

### Please check all services for which you make vendor selection or purchasing decisions:

- ☐ Airline Tickets
- ☐ Business Aircraft Charters
- ☐ Car Rentals
- ☐ Computer Reservation Systems/ Automated Booking Products
- ☐ Hotel Rooms
- ☐ Travel Agency
- ☐ Technology Products
- ☐ Incentive Travel
- ☐ Meeting Facilities
- ☐ Expense Management
- ☐ Car/Fleet
- ☐ Corporate T&E Cards
- ☐ Other (please specify) \_\_\_\_\_
- ☐ I am not involved in vendor selection.

### My geographic area of responsibility is:

- ☐ Global (Please go to next question)
- ☐ US ☐ Asia-Pacific
- ☐ Canada ☐ Latin America
- ☐ EMEA ☐ Other (please specify) \_\_\_\_\_

### What are the approximate travel budget(s) for which you and/or your department are responsible?

Air \$ \_\_\_\_\_

Hotel \$ \_\_\_\_\_

Car \$ \_\_\_\_\_

Limo \$ \_\_\_\_\_

Meeting \$ \_\_\_\_\_

Other \$ \_\_\_\_\_  
(please specify)

*If not US Dollars, please indicate currency.*

**Total T&E Budget:** \$ \_\_\_\_\_

*If not US Dollars, please indicate currency.*

### The primary business of my company is:

- ☐ Agriculture/Forestry
- ☐ Construction/Engineering
- ☐ Delivery/Freight Co.
- ☐ Diversified Co./Conglomerate
- ☐ Education
- ☐ Electronics/Technology/ Telecommunications
- ☐ Finance/Banking/Real Estate/Insurance
- ☐ Government
- ☐ Manufacturing
- ☐ Medical/Health Care Services
- ☐ Mining/Chemicals/Petroleum
- ☐ Publishing/Advertising/Communications
- ☐ Trade/Non-Profit Association
- ☐ Travel Agency/Consortium/ Travel Management Company
- ☐ Travel Industry Vendor/Airline/Hotel/Car/ Cruiseline/Railroad
- ☐ Utilities
- ☐ Wholesaler/Distributor/Retailer
- ☐ Other (please specify) \_\_\_\_\_

### How many employees are at your company?

- ☐ Over 25,000
- ☐ 10,000–24,999
- ☐ 5,000–9,999
- ☐ 2,500–4,999
- ☐ 1,000–2,499
- ☐ 100–999
- ☐ Less than 100

Submit both sides of this application to: ACTE Membership • 515 King Street, Suite 340, Alexandria, VA 22314 USA  
OR FAX: 1.703.683.2720 • Please contact us with any questions Tel: 1.703.683.5322 or E-mail: info@acte.org