GroundSpan Management Services

Vendor vetting and global connectivity
- *Globalization – global platform with local vendors*

E-receipts in Concur Expense
- *G-Receipts from GroundSpan*

Central Customer service

Data analytics / visualization

Auditing services

Meeting and events management

Benefits of e-Receipts from GroundSpan

- G-Receipt from GroundSpan can be enabled with any ground transportation vendor.

- Travelers will get a consistent global receipt for ground transportation services

- Automatic ground reservation final cost details delivered into Concur Expense

- Eliminates user entry and possible typos

- Centralizes receipts from multiple ground transportation vendors

- Allows users to compare previous completed ground reservations for billing inconsistencies

- E-Receipt format consistency across all particapting vendors

- Provides line-item cost breakdown of a reservation

- Captures final pickup and drop-off location data

- Displays date, time and ride duration data points

- Detailed reportng for ground transportation spend through GroundSpan and Concur Expense

Sample G-Receipt from GroundSpan

Sample Vendor
US
123-123-1234

$67.37

American Express - 5405

10/29/2020 12:00 PM

Tax Invoice
Tax ID:
Receipt: 0000058285

Pick-up	12:00 PM	**Drop-off**	12:40 PM
Embassy Suites by Hilton Piscataway		Airport-EWR	
121 Centennial Ave		US	
Piscataway, NJ US 08854			

Car
SEDAN

Duration
00:40:00

Distance
30 mi

Description	Amount
Base Rate	$52.00
Gratuity	$5.50
Tolls	$1.50
Test Charge	$3.00
Taxes (0%)	$3.12
Test Tax (0%)	$2.25

Subtotal: $62.00

Tax: $5.37

Discount: $0.00

Total: $67.37