

TRAVEL AGENT

Travel Agent user

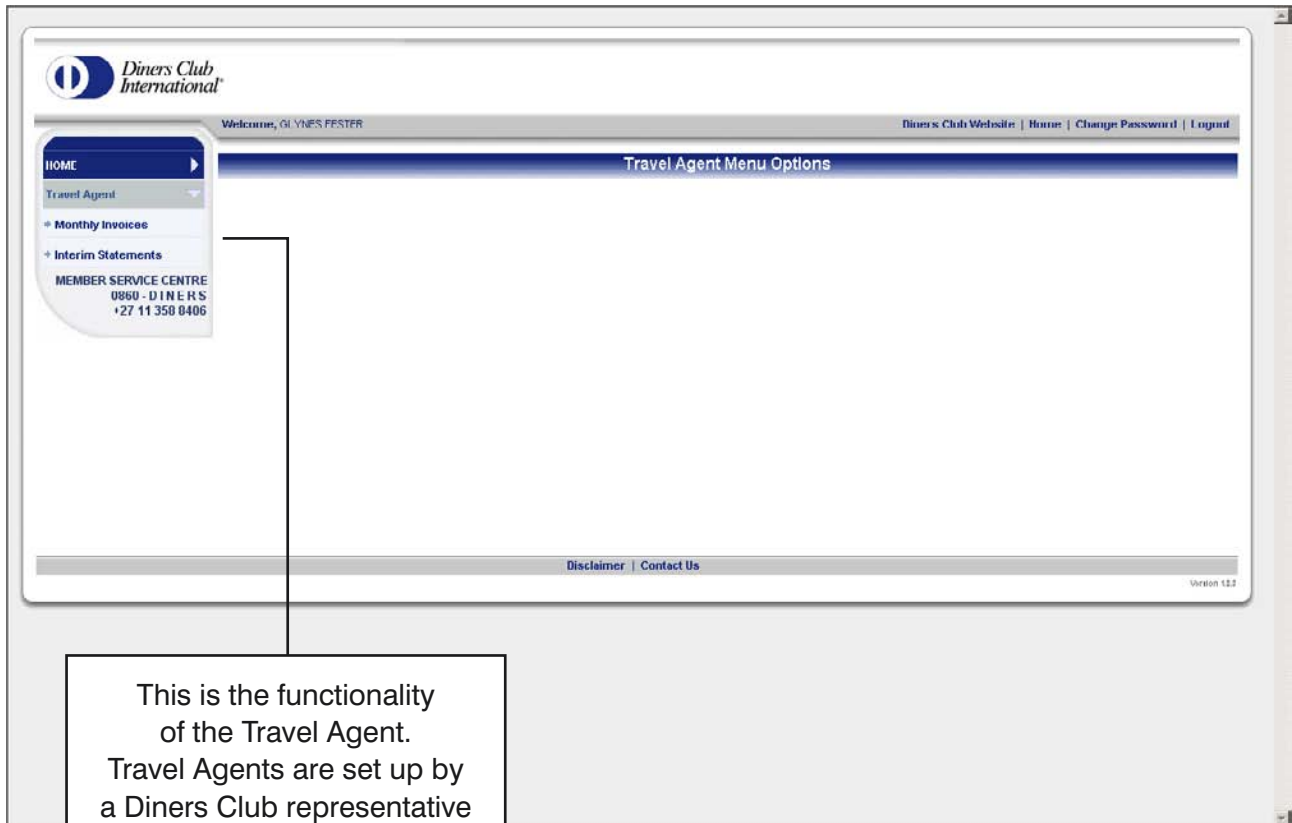
A Travel Agent user would have access to the invoices of pre-specified card numbers/ suffixes as determined by the company. The company will decide to allocate access to their travel management company.

FUNCTIONALITY

- Update their profile
- View monthly invoices and interim statements on card suffix belonging to them
- The company gives the individual travel agent access to that specific card suffix

Travel Agent user

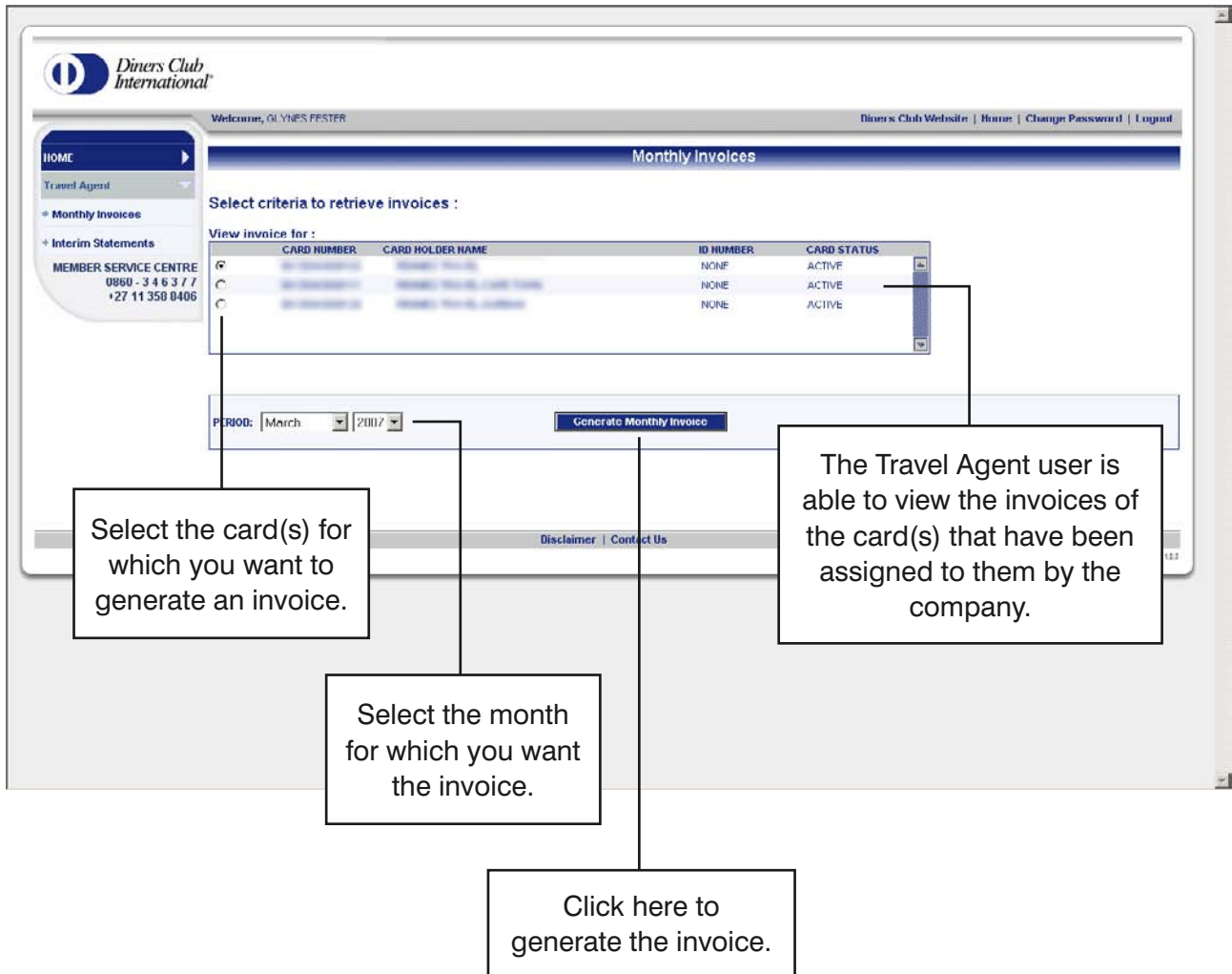
MENU OPTIONS



This is the functionality of the Travel Agent. Travel Agents are set up by a Diners Club representative however they are allocated access from the Account Administrator at the company.

Travel Agent user

MONTHLY INVOICES



The screenshot shows the 'Monthly Invoices' page for a Travel Agent user. The page title is 'Monthly Invoices'. Below the title, it says 'Select criteria to retrieve invoices :'. There is a section 'View invoice for :' followed by a table with the following columns: 'CARD NUMBER', 'CARD HOLDER NAME', 'ID NUMBER', and 'CARD STATUS'. The table contains three rows of data. Below the table, there is a 'PERIOD:' section with dropdown menus for 'Month' (set to 'March') and 'Year' (set to '2007'). A 'Generate Monthly Invoice' button is located below the period selection. The page also features a navigation menu on the left with options like 'HOME', 'Travel Agent', 'Monthly Invoices', and 'Interim Statements'. A 'MEMBER SERVICE CENTRE' contact information is also visible.

Select the card(s) for which you want to generate an invoice.

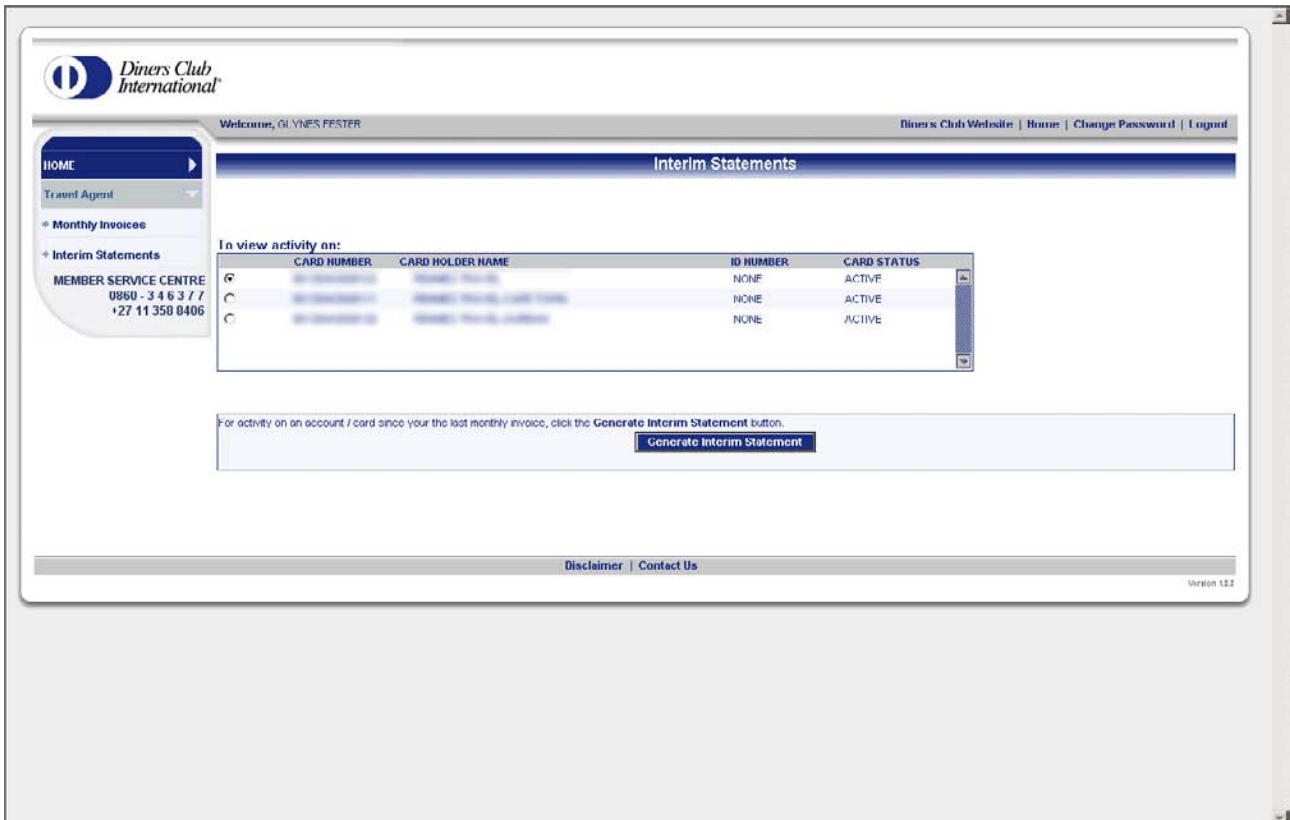
Select the month for which you want the invoice.

Click here to generate the invoice.

The Travel Agent user is able to view the invoices of the card(s) that have been assigned to them by the company.

Travel Agent user

INTERIM STATEMENTS – It is the same procedure for the interim statements.



The screenshot displays the Diners Club International website interface for a Travel Agent user. The page title is "Interim Statements". The user is logged in as "Glynis Fester". The left sidebar contains navigation options: HOME, Travel Agent, Monthly Invoices, and Interim Statements. The main content area shows a table with columns: CARD NUMBER, CARD HOLDER NAME, ID NUMBER, and CARD STATUS. There are three rows of data, all with "NONE" for ID NUMBER and "ACTIVE" for CARD STATUS. Below the table is a "Generate Interim Statement" button. The footer includes "Disclaimer | Contact Us" and "Version 1.2.2".

CARD NUMBER	CARD HOLDER NAME	ID NUMBER	CARD STATUS
00000000000000000000	MEMBER SERVICE CENTRE	NONE	ACTIVE
00000000000000000000	MEMBER SERVICE CENTRE	NONE	ACTIVE
00000000000000000000	MEMBER SERVICE CENTRE	NONE	ACTIVE