



The University of Sussex Team: Getting in touch



BOOKING ONLINE

Log into KT Online at www.keytravel.com to book **flights, worldwide hotels, UK Rail** and **Eurostar** quickly and easily.



24/7 TRAVEL SERVICE TEAM

Tel: 0161 819 9767 Email: sussex@keytravel.com

Submit a quote request via [Travel Enquiry Form](#)

Your dedicated team is on hand to handle any offline booking enquiries, including specialist airfares, rail, hotels and ancillary services.

The team provides **24/7 service** including **emergency assistance**.



REGISTERING WITH KEY TRAVEL

To register simply forward your @sussex.ac.uk or @bsms.ac.uk email address to bookers@keytravel.com, along with your name, department and contact number.



OTHER SERVICES

SERVICES	TELEPHONE	EMAIL
 VISAS AND PASSPORTS	T: 0207 593 6227	E: keytravel@cibtvisas.com
 GROUP TRAVEL, MEETINGS AND EVENTS	T: 0161 819 8935	E: groups@keytravel.com
 KEY TRAVEL APP	PLAY STORE	APP STORE



KEY TRAVEL 'TRAINING ACADEMY'

In the Key Travel 'Training Academy', you'll find visual 'How To Guides' and short videos as well as insight and tips on travel-related matters which are important to organisations.

All you need to do is login to our [website](#) and choose Key Travel 'Training Academy'.

If you have any questions about your online bookings, please contact our helpdesk:
T: 0844 335 0260 or E: online@keytravel.com



Key Travel: Get to know us

Simplifying travel complexity for the humanitarian, faith and education sectors.

We are an international Travel Management Company (TMC) specialising in the education, humanitarian and faith sectors. We work with over 1,900 third sector organisations worldwide in 54 countries.

1,900+
Over 1900 clients in
54 countries worldwide

900
specialist negotiated
rates at UK hotels

1000s
of international hotel
chains and independent
properties to suit
all budgets



250
staff across
7 offices in
4 countries



Pro-active crisis
management

Preferential
rates with over
350 airlines



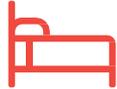
Personalised
24 hour access
to booking
management tool

Our services

Supporting people and teams travelling to some of the world's most vulnerable and remote locations often requires complex and frequently changing itineraries, as well as a constant focus on keeping travellers safe and secure. Our specialist humanitarian teams have the skills to expertly handle sensitive travel logistics, challenging destination requirements and the complex routings involved in managing this type of travel.



SPECIALIST
AIRFARES



HOTELS



RAIL



DEDICATED
RESERVATION
AGENTS



GROUP
TRAVEL



24 HOUR
EMERGENCY
SUPPORT



DUTY
OF CARE



VISA &
PASSPORTS

Our values



To find out more about Key Travel and our services, please contact us:

T: +44 (0)20 7843 9600 or E: tellmemore@keytravel.com www.keytravel.com