CTP Offices Closed for Thanksgiving Holiday

The CTP offices will be closed for the Thanksgiving holiday on Thursday, November 26, and Friday, November 27.
Our after-hours team will be ready to help travelers in case of an emergency. Please contact us via your standard CTP phone number if assistance is needed.
CTP's after-hours team will be available to accommodate those in need of emergency assistance within 72 hours of departure. Travelers wanting assistance outside of 72 hours should work with their CTP Team during normal business hours.

Thanksgiving Week Travel Tips

- Book, change, and cancel travel reservations through your institution's online booking tool or use Scout within your portal.
- Use the CTP Mobile app to check flight status before heading to the airport.
- Download your airline's app and opt in to messaging to receive communications about your trip.
- Allow for extra time at the airport as check-in and security lines may be longer than normal.

For those needing to fully cancel a trip during the office closure and unable to use the mobile app, Scout, or the online booking tool, please email cancellation request to cancel@travelctm.com *(no partial cancellations can be completed via this email).*
If you have any questions, please reach out to your CTP Team or Account Manager.

Kind regards,
Your CTP Team