

Travel Industry News*United Airlines*

United Airlines has added an additional flight out of Lincoln (LNK) to Denver (DEN). Beginning this fall, an additional flight will be added to Chicago. View flight options in the Concur booking tool.

Lincoln Airport (LNK)

The Lincoln airport is extending an exclusive free invitation to all University faculty and staff who choose to fly local to join the member's *Frequent Flyer's Club*. University employees can become a member by flying out of Lincoln Airport a *minimum of once a year*. Club information and member benefits can be found [here](#).

Fly America Act

The Fly America Act is a federal regulation that requires the use of U.S carriers for travel that is funded from federal grants and/or contracts. Travelers can also use foreign air carriers with code-sharing agreements with U.S flag carriers. If using funds from a federal grant to travel, refer to the [Fly America Act](#) or contact your campus grants accounting office. Fox World Travel will remind travelers of the Act by including a link to the Act on the flight details sent to the traveler

Request and Expense Reminders*Blanket Travel Authorizations (BTA) Using WBS*

If a traveler will be utilizing a BTA with WBS cost objects, it is recommended that BTAs are created per semester. If a WBS is locked/closed that was used previously on the BTA, no other expenses can be submitted.

Expense Reimbursement: enter one receipt/expense per line

Travelers should not bundle their expenses into one line. Example: 3 taxi charges need to be on 3 different expense lines. If a report is sent back for changes, please review the comment section under the travel log. Contact the NU Travel Office for questions regarding expense reports.

General News*Travel Office Virtual Open House*

Every Wednesday during the month of August, the NU Travel Office will host a virtual Open House. Drop in via Zoom to ask questions, get assistance with travel requests, expenses, or learn more about using the booking applications. More information can be found in [Bridge](#).

Travel Training

Travel training schedules are posted in [Bridge](#).

*Eppley Airport Parking Discount*

The parking discount with Omaha Eppley Airport has been extended through 2025 for University of Nebraska employees.

- Up to 25% off covered garages (does not include Premier Parking).

- Up to 33% off the south economy lot.

Reserve parking using discount code UN2025 here: <https://reservations.parkoma.com>. An informational flyer is available [here](#). The discount is available for business and personal travel by University employees.

Note: the reservation must be made twelve hours in advance of parking, reserved using a University email address, and a personal credit card (PCards are not accepted).

Employees may sign up for the university's travel listserv to receive up-to-date travel information [here](#).
