Adding a Loyalty Program to Egencia

How To: Add a Loyalty Program to Egencia

A traveler or an arranger can log into Egencia and add a loyalty program to a traveler's profile via the "Loyalty Programs" section under profile settings. Under profile settings there will be an "Add Card" feature the traveler or arranger can click on to add the program. Below are screenshots for additional guidance.

Step 1
Log in to Egencia with your SLAC username and password.
Click "View Profile"
Step 2
Select the “Loyalty Programs” section and click on the “Add card” button