

To access your Personal Travel Portal

Go to the Corporate Travel Portal - (posted on the Company Notes Page of Concur Travel)

<http://ctp.travelinc.com/?CID=%24%5ERG9sbGFyR2VuZXJhbA%3D%3D>

Click on Personal Travel Portal

Portal Options

- [Welcome and Getting Started Info](#)
- [Personal Travel Portal](#)
- [Vendor Specials](#)
- [Concur Travel Info and Helpful Tips](#)
- [Before You Go](#)
- [Travel and Expense Policy](#)
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Click on View My Personal Travel Portal and Concur

Dollar General

Personal Travel Portal

- [View My Personal Travel Portal and Concur](#)
eProfile Log-in Required [Modify eProfile] or Access Concur to manage travel

Enter in User ID and Password - - our use the "forgot password link"

Personal Travel Portal Access

Personal Travel Portal Login

Company Name:

All fields are required.

User ID: [i.e. doe j]

User ID: Typically this is the LastName separated by a space then your FirstInitial or FirstName.
(example: smith j - or - smith john)

Password:

First time users, [click here](#) to create your eProfile.

Forgot your user ID or password? [Click here.](#)