



**SatoTravel**<sup>®</sup>

Effective, 01 Aug 2010 CWT/ Sato Travel assumed the responsibilities for all official Travel. The Wiesbaden CTO is located at WAAF 1023W, rooms: 116/117 Tel. DSN 337-5046 CIV: 0611- 977340, E-mail address: [wiesbadenCTO@cwtsatotravel.com](mailto:wiesbadenCTO@cwtsatotravel.com); Emergency /Enroute Telephone# 866-422-9428

**Note:** For Travel that will occur within 48 hours request, please call the onsite office. For travel reservations later than 48 hours please submit a reservation request electronically. The reservation request form can be found a [WWW.CWTSatoTravel.com](http://WWW.CWTSatoTravel.com) specific to each servicing location. Follow the special section on the home page for “US Forces Europe Travelers”. The electronic website submission for routine/non-urgent travel will enable Carlson Wagonlit/Sato Travel to more effectively handle requests telephonically for urgent travel.

Leisure travel services will be available. Travelers needing assistance with leisure travel (other than leisure in conjunction with official travel) should visit the CWT SatoTravel leisure website at [www.europe.satovacations.com](http://www.europe.satovacations.com). This site is dedicated to personnel assigned to Europe.