



**Governor's Travel Control Board
Travel Update**

TO: Agency Travel Coordinators

FROM: Tim McDevitt, Chairman *Tim*

DATE: December 12, 2018

SUBJECT: Amtrak Rate Increase

#19-02

Effective January 8, 2019 Amtrak has increased its State of Illinois fare for the Chicago/Springfield route from \$21.00 to \$24.00 in each direction.

Amtrak does not sell round trip tickets for this route. In addition, Amtrak only offers this discounted State of Illinois rate Monday through Friday. State employees traveling on Saturday or Sunday will be subject to the available fare for that particular time. Amtrak requires advance reservations for all trains serving the State of Illinois. Please note that State of Illinois fares or tickets are **not** available from the portable quick track machines located at various stations throughout the state, nor may reservations for state travel be made on Amtrak's website. Reservations on Amtrak for state travel may be made by calling:

- General Reservations (800) USA-RAIL

To ensure seat availability, employees should call Amtrak prior to the intended date of travel. Employees will be asked to present a State ID upon check in.

As the appointed Travel Coordinator for your agency, it is your responsibility to disseminate this information to all appropriate personnel within your agency. If you have any questions, please contact Kelley Wells, State Travel Coordinator at (217) 782-4705 or by email at Kelley.Wells@illinois.gov.

cc: List