

**\*\*PUBLIC DISCLOSURE COPY\*\***Form **990**Department of the Treasury  
Internal Revenue Service**Return of Organization Exempt From Income Tax**  
Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)

▶ Do not enter social security numbers on this form as it may be made public.

▶ Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for instructions and the latest information.

OMB No. 1545-0047

**2017**Open to Public  
Inspection**A** For the **2017** calendar year, or tax year beginning

and ending

**B** Check if applicable:

- ☐ Address change  
☐ Name change  
☐ Initial return  
☐ Final return/terminated  
☐ Amended return  
☐ Application pending

**C** Name of organization**GLOBAL BUSINESS TRAVEL ASSOCIATION (GBTA), INC.**

Doing business as

Number and street (or P.O. box if mail is not delivered to street address) Room/suite  
**123 N. PITT STREET**City or town, state or province, country, and ZIP or foreign postal code  
**ALEXANDRIA, VA 22314****F** Name and address of principal officer: **MICHAEL MCCORMICK  
SAME AS C ABOVE****D** Employer identification number**23-7058143****E** Telephone number**703-684-0836****G** Gross receipts \$ **20,587,270.****H(a)** Is this a group returnfor subordinates? ☐ Yes ☒ No**H(b)** Are all subordinates included? ☐ Yes ☐ No

If "No," attach a list. (see instructions)

**H(c)** Group exemption number ▶**I** Tax-exempt status: ☐ 501(c)(3) ☒ 501(c)( 6 ) ◀ (insert no.) ☐ 4947(a)(1) or ☐ 527**J** Website: ▶ **WWW.GBTA.ORG****K** Form of organization: ☒ Corporation ☐ Trust ☐ Association ☐ Other ▶**L** Year of formation: **1968** **M** State of legal domicile: **NY****Part I Summary**

<b>Activities &amp; Governance</b>	<b>1</b>	Briefly describe the organization's mission or most significant activities: <b>EXCHANGE OF INFORMATION &amp; ENHANCING THE EDUCATIONAL ADVANCEMENT &amp; IMAGE OF THE PROFESSION.</b>		
	<b>2</b>	Check this box <input type="checkbox"/> if the organization discontinued its operations or disposed of more than 25% of its net assets.		
	<b>3</b>	Number of voting members of the governing body (Part VI, line 1a)	<b>3</b>	<b>13</b>
	<b>4</b>	Number of independent voting members of the governing body (Part VI, line 1b)	<b>4</b>	<b>12</b>
	<b>5</b>	Total number of individuals employed in calendar year 2017 (Part V, line 2a)	<b>5</b>	<b>55</b>
	<b>6</b>	Total number of volunteers (estimate if necessary)	<b>6</b>	<b>750</b>
	<b>7a</b>	Total unrelated business revenue from Part VIII, column (C), line 12	<b>7a</b>	<b>471,573.</b>
<b>b</b>	Net unrelated business taxable income from Form 990-T, line 34	<b>7b</b>	<b>-106,545.</b>	
<b>Revenue</b>	<b>8</b>	Contributions and grants (Part VIII, line 1h)	<b>Prior Year</b>	<b>Current Year</b>
	<b>9</b>	Program service revenue (Part VIII, line 2g)	<b>0.</b>	<b>0.</b>
	<b>10</b>	Investment income (Part VIII, column (A), lines 3, 4, and 7d)	<b>17,509,644.</b>	<b>20,024,979.</b>
	<b>11</b>	Other revenue (Part VIII, column (A), lines 5, 6d, 8c, 9c, 10c, and 11e)	<b>39,693.</b>	<b>54,846.</b>
	<b>12</b>	Total revenue - add lines 8 through 11 (must equal Part VIII, column (A), line 12)	<b>627,378.</b>	<b>507,445.</b>
<b>Expenses</b>	<b>13</b>	Grants and similar amounts paid (Part IX, column (A), lines 1-3)	<b>18,176,715.</b>	<b>20,587,270.</b>
	<b>14</b>	Benefits paid to or for members (Part IX, column (A), line 4)	<b>100,000.</b>	<b>100,000.</b>
	<b>15</b>	Salaries, other compensation, employee benefits (Part IX, column (A), lines 5-10)	<b>0.</b>	<b>0.</b>
	<b>16a</b>	Professional fundraising fees (Part IX, column (A), line 11e)	<b>5,957,133.</b>	<b>6,861,639.</b>
	<b>b</b>	Total fundraising expenses (Part IX, column (D), line 25) ▶ <b>0.</b>	<b>0.</b>	<b>0.</b>
	<b>17</b>	Other expenses (Part IX, column (A), lines 11a-11d, 11f-24e)	<b>11,529,724.</b>	<b>12,530,294.</b>
	<b>18</b>	Total expenses. Add lines 13-17 (must equal Part IX, column (A), line 25)	<b>17,586,857.</b>	<b>19,491,933.</b>
<b>Net Assets or Fund Balances</b>	<b>19</b>	Revenue less expenses. Subtract line 18 from line 12	<b>589,858.</b>	<b>1,095,337.</b>
	<b>20</b>	Total assets (Part X, line 16)	<b>Beginning of Current Year</b>	<b>End of Year</b>
	<b>21</b>	Total liabilities (Part X, line 26)	<b>7,349,177.</b>	<b>8,921,320.</b>
	<b>22</b>	Net assets or fund balances. Subtract line 21 from line 20	<b>5,398,487.</b>	<b>5,736,081.</b>
			<b>1,950,690.</b>	<b>3,185,239.</b>

**Part II Signature Block**

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

<b>Sign Here</b>	Signature of officer		Date	
	<b>HEMALI SHAH, CFO</b>			
<b>Paid</b>	Print/Type preparer's name		Preparer's signature	Date
	<b>HEMALI PATEL</b>		<i>Hemali Patel</i>	<b>11/15/18</b>
<b>Preparer Use Only</b>	Firm's name ▶	CLIFTONLARSONALLEN LLP	Check <input type="checkbox"/> self-employed	PTIN <b>P01337292</b>
	Firm's address ▶	901 N. GLEBE ROAD, SUITE 200 ARLINGTON, VA 22203	Firm's EIN ▶	<b>41-0746749</b>
			Phone no. <b>571-227-9500</b>	

May the IRS discuss this return with the preparer shown above? (see instructions) ☒ Yes ☐ No

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(GBTA), INC.

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**Part III** Statement of Program Service Accomplishments

Check if Schedule O contains a response or note to any line in this Part III ☒

1 Briefly describe the organization's mission:  
GLOBAL BUSINESS TRAVEL ASSOCIATION IS THE WORLD'S PREMIER BUSINESS TRAVEL AND MEETINGS TRADE ORGANIZATION. GBTA'S MISSION IS TO BE THE LEADING SOURCE OF BUSINESS TRAVEL KNOWLEDGE WORLDWIDE. THIS KNOWLEDGE IS CREATED THROUGH EDUCATION, RESEARCH, NETWORKING AND ADVOCACY

2 Did the organization undertake any significant program services during the year which were not listed on the prior Form 990 or 990-EZ? ☐ Yes ☒ No  
If "Yes," describe these new services on Schedule O.

3 Did the organization cease conducting, or make significant changes in how it conducts, any program services? ☐ Yes ☒ No  
If "Yes," describe these changes on Schedule O.

4 Describe the organization's program service accomplishments for each of its three largest program services, as measured by expenses. Section 501(c)(3) and 501(c)(4) organizations are required to report the amount of grants and allocations to others, the total expenses, and revenue, if any, for each program service reported.

4a (Code: ) (Expenses \$ including grants of \$ ) (Revenue \$ )  
CONVENTION: THE GBTA CONVENTION WITH NEARLY 7,000 ATTENDEES, IS THE LARGEST, MOST COMPREHENSIVE ANNUAL GATHERING OF BUSINESS TRAVEL, MEETING MANAGERS, MEETING PLANNERS, PROCUREMENT PROFESSIONALS AND SUPPLIERS ANYWHERE IN THE WORLD. THE BUSINESS TRAVEL EVENT OF THE YEAR FEATURES: OVER 80 INDUSTRY LEADING EDUCATION SESSIONS ORGANIZED INTO 20+ SPECIALIZED TRACKS GEARED TO SPECIFIC LEVELS OF EXPERIENCE AND A VARIETY OF DISCIPLINES; A 400+ COMPANY EXPOSITION SHOWCASING MARKET CHOICES NOT AVAILABLE AT OTHER INDUSTRY GATHERINGS; SESSIONS FEATURING WORLD-RENOWNED SPEAKERS AND INDUSTRY LEADERS; A WIDE SELECTION OF PROFESSIONAL DEVELOPMENT OPPORTUNITIES AND MUCH MORE. FOR MORE INFORMATION ON THE GBTA CONVENTION, PLEASE VISIT WWW.GBTA.ORG/CONVENTION.

4b (Code: ) (Expenses \$ including grants of \$ ) (Revenue \$ )  
OTHER EVENTS & GLOBAL CONFERENCES: IN ADDITION TO THE ANNUAL GBTA CONVENTION, GBTA PRODUCES FIRST-CLASS WORLDWIDE EVENTS THROUGHOUT THE YEAR INCLUDING CONFERENCES, SYMPOSIUMS, WORKSHOPS AND WEBINARS, PROVIDING BUSINESS TRAVEL INDUSTRY PROFESSIONALS ACROSS THE GLOBE WITH UNPARALLELED EDUCATION, NETWORKING AND BUSINESS OPPORTUNITIES.

4c (Code: ) (Expenses \$ including grants of \$ ) (Revenue \$ )  
MEMBERSHIP: GBTA'S 9,000 PLUS MEMBERS MANAGE MORE THAN \$345 BILLION OF GLOBAL BUSINESS TRAVEL AND MEETINGS EXPENDITURES ANNUALLY. GBTA DELIVERS WORLD-CLASS EDUCATION, EVENTS, RESEARCH, ADVOCACY AND MEDIA TO A GROWING GLOBAL NETWORK OF MORE THAN 28,000 TRAVEL PROFESSIONALS AND 125,000 ACTIVE CONTACTS. GBTA PRIDES ITSELF ON CREATING OPPORTUNITIES TO ADDRESS THE DEMANDING AND EVOLVING NEEDS OF OUR BUSINESS TRAVEL PROFESSIONALS.

4d Other program services (Describe in Schedule O.)  
(Expenses \$ including grants of \$ ) (Revenue \$ )

4e Total program service expenses

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**Part IV Checklist of Required Schedules**

	Yes	No
<b>1</b> Is the organization described in section 501(c)(3) or 4947(a)(1) (other than a private foundation)? <i>If "Yes," complete Schedule A</i>	<b>1</b>	<b>X</b>
<b>2</b> Is the organization required to complete <i>Schedule B, Schedule of Contributors</i> ?	<b>2</b>	<b>X</b>
<b>3</b> Did the organization engage in direct or indirect political campaign activities on behalf of or in opposition to candidates for public office? <i>If "Yes," complete Schedule C, Part I</i>	<b>3</b>	<b>X</b>
<b>4</b> <b>Section 501(c)(3) organizations.</b> Did the organization engage in lobbying activities, or have a section 501(h) election in effect during the tax year? <i>If "Yes," complete Schedule C, Part II</i>	<b>4</b>	
<b>5</b> Is the organization a section 501(c)(4), 501(c)(5), or 501(c)(6) organization that receives membership dues, assessments, or similar amounts as defined in Revenue Procedure 98-19? <i>If "Yes," complete Schedule C, Part III</i>	<b>5</b>	<b>X</b>
<b>6</b> Did the organization maintain any donor advised funds or any similar funds or accounts for which donors have the right to provide advice on the distribution or investment of amounts in such funds or accounts? <i>If "Yes," complete Schedule D, Part I</i>	<b>6</b>	<b>X</b>
<b>7</b> Did the organization receive or hold a conservation easement, including easements to preserve open space, the environment, historic land areas, or historic structures? <i>If "Yes," complete Schedule D, Part II</i>	<b>7</b>	<b>X</b>
<b>8</b> Did the organization maintain collections of works of art, historical treasures, or other similar assets? <i>If "Yes," complete Schedule D, Part III</i>	<b>8</b>	<b>X</b>
<b>9</b> Did the organization report an amount in Part X, line 21, for escrow or custodial account liability, serve as a custodian for amounts not listed in Part X; or provide credit counseling, debt management, credit repair, or debt negotiation services? <i>If "Yes," complete Schedule D, Part IV</i>	<b>9</b>	<b>X</b>
<b>10</b> Did the organization, directly or through a related organization, hold assets in temporarily restricted endowments, permanent endowments, or quasi-endowments? <i>If "Yes," complete Schedule D, Part V</i>	<b>10</b>	<b>X</b>
<b>11</b> If the organization's answer to any of the following questions is "Yes," then complete Schedule D, Parts VI, VII, VIII, IX, or X as applicable.		
<b>a</b> Did the organization report an amount for land, buildings, and equipment in Part X, line 10? <i>If "Yes," complete Schedule D, Part VI</i>	<b>11a</b>	<b>X</b>
<b>b</b> Did the organization report an amount for investments - other securities in Part X, line 12 that is 5% or more of its total assets reported in Part X, line 16? <i>If "Yes," complete Schedule D, Part VII</i>	<b>11b</b>	<b>X</b>
<b>c</b> Did the organization report an amount for investments - program related in Part X, line 13 that is 5% or more of its total assets reported in Part X, line 16? <i>If "Yes," complete Schedule D, Part VIII</i>	<b>11c</b>	<b>X</b>
<b>d</b> Did the organization report an amount for other assets in Part X, line 15 that is 5% or more of its total assets reported in Part X, line 16? <i>If "Yes," complete Schedule D, Part IX</i>	<b>11d</b>	<b>X</b>
<b>e</b> Did the organization report an amount for other liabilities in Part X, line 25? <i>If "Yes," complete Schedule D, Part X</i>	<b>11e</b>	<b>X</b>
<b>f</b> Did the organization's separate or consolidated financial statements for the tax year include a footnote that addresses the organization's liability for uncertain tax positions under FIN 48 (ASC 740)? <i>If "Yes," complete Schedule D, Part X</i>	<b>11f</b>	<b>X</b>
<b>12a</b> Did the organization obtain separate, independent audited financial statements for the tax year? <i>If "Yes," complete Schedule D, Parts XI and XII</i>	<b>12a</b>	<b>X</b>
<b>b</b> Was the organization included in consolidated, independent audited financial statements for the tax year? <i>If "Yes," and if the organization answered "No" to line 12a, then completing Schedule D, Parts XI and XII is optional</i>	<b>12b</b>	<b>X</b>
<b>13</b> Is the organization a school described in section 170(b)(1)(A)(ii)? <i>If "Yes," complete Schedule E</i>	<b>13</b>	<b>X</b>
<b>14a</b> Did the organization maintain an office, employees, or agents outside of the United States?	<b>14a</b>	<b>X</b>
<b>b</b> Did the organization have aggregate revenues or expenses of more than \$10,000 from grantmaking, fundraising, business, investment, and program service activities outside the United States, or aggregate foreign investments valued at \$100,000 or more? <i>If "Yes," complete Schedule F, Parts I and IV</i>	<b>14b</b>	<b>X</b>
<b>15</b> Did the organization report on Part IX, column (A), line 3, more than \$5,000 of grants or other assistance to or for any foreign organization? <i>If "Yes," complete Schedule F, Parts II and IV</i>	<b>15</b>	<b>X</b>
<b>16</b> Did the organization report on Part IX, column (A), line 3, more than \$5,000 of aggregate grants or other assistance to or for foreign individuals? <i>If "Yes," complete Schedule F, Parts III and IV</i>	<b>16</b>	<b>X</b>
<b>17</b> Did the organization report a total of more than \$15,000 of expenses for professional fundraising services on Part IX, column (A), lines 6 and 11e? <i>If "Yes," complete Schedule G, Part I</i>	<b>17</b>	<b>X</b>
<b>18</b> Did the organization report more than \$15,000 total of fundraising event gross income and contributions on Part VIII, lines 1c and 8a? <i>If "Yes," complete Schedule G, Part II</i>	<b>18</b>	<b>X</b>
<b>19</b> Did the organization report more than \$15,000 of gross income from gaming activities on Part VIII, line 9a? <i>If "Yes," complete Schedule G, Part III</i>	<b>19</b>	<b>X</b>

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**Part IV Checklist of Required Schedules** (continued)

	Yes	No
<b>20a</b> Did the organization operate one or more hospital facilities? If "Yes," complete Schedule H		<b>X</b>
<b>b</b> If "Yes" to line 20a, did the organization attach a copy of its audited financial statements to this return?		
<b>21</b> Did the organization report more than \$5,000 of grants or other assistance to any domestic organization or domestic government on Part IX, column (A), line 1? If "Yes," complete Schedule I, Parts I and II	<b>X</b>	
<b>22</b> Did the organization report more than \$5,000 of grants or other assistance to or for domestic individuals on Part IX, column (A), line 2? If "Yes," complete Schedule I, Parts I and III		<b>X</b>
<b>23</b> Did the organization answer "Yes" to Part VII, Section A, line 3, 4, or 5 about compensation of the organization's current and former officers, directors, trustees, key employees, and highest compensated employees? If "Yes," complete Schedule J	<b>X</b>	
<b>24a</b> Did the organization have a tax-exempt bond issue with an outstanding principal amount of more than \$100,000 as of the last day of the year, that was issued after December 31, 2002? If "Yes," answer lines 24b through 24d and complete Schedule K. If "No," go to line 25a		<b>X</b>
<b>b</b> Did the organization invest any proceeds of tax-exempt bonds beyond a temporary period exception?		
<b>c</b> Did the organization maintain an escrow account other than a refunding escrow at any time during the year to defease any tax-exempt bonds?		
<b>d</b> Did the organization act as an "on behalf of" issuer for bonds outstanding at any time during the year?		
<b>25a</b> <b>Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations.</b> Did the organization engage in an excess benefit transaction with a disqualified person during the year? If "Yes," complete Schedule L, Part I		
<b>b</b> Is the organization aware that it engaged in an excess benefit transaction with a disqualified person in a prior year, and that the transaction has not been reported on any of the organization's prior Forms 990 or 990-EZ? If "Yes," complete Schedule L, Part I		
<b>26</b> Did the organization report any amount on Part X, line 5, 6, or 22 for receivables from or payables to any current or former officers, directors, trustees, key employees, highest compensated employees, or disqualified persons? If "Yes," complete Schedule L, Part II		<b>X</b>
<b>27</b> Did the organization provide a grant or other assistance to an officer, director, trustee, key employee, substantial contributor or employee thereof, a grant selection committee member, or to a 35% controlled entity or family member of any of these persons? If "Yes," complete Schedule L, Part III		<b>X</b>
<b>28</b> Was the organization a party to a business transaction with one of the following parties (see Schedule L, Part IV instructions for applicable filing thresholds, conditions, and exceptions):		
<b>a</b> A current or former officer, director, trustee, or key employee? If "Yes," complete Schedule L, Part IV	<b>X</b>	
<b>b</b> A family member of a current or former officer, director, trustee, or key employee? If "Yes," complete Schedule L, Part IV		<b>X</b>
<b>c</b> An entity of which a current or former officer, director, trustee, or key employee (or a family member thereof) was an officer, director, trustee, or direct or indirect owner? If "Yes," complete Schedule L, Part IV	<b>X</b>	
<b>29</b> Did the organization receive more than \$25,000 in non-cash contributions? If "Yes," complete Schedule M		<b>X</b>
<b>30</b> Did the organization receive contributions of art, historical treasures, or other similar assets, or qualified conservation contributions? If "Yes," complete Schedule M		<b>X</b>
<b>31</b> Did the organization liquidate, terminate, or dissolve and cease operations? If "Yes," complete Schedule N, Part I		<b>X</b>
<b>32</b> Did the organization sell, exchange, dispose of, or transfer more than 25% of its net assets? If "Yes," complete Schedule N, Part II		<b>X</b>
<b>33</b> Did the organization own 100% of an entity disregarded as separate from the organization under Regulations sections 301.7701-2 and 301.7701-3? If "Yes," complete Schedule R, Part I	<b>X</b>	
<b>34</b> Was the organization related to any tax-exempt or taxable entity? If "Yes," complete Schedule R, Part II, III, or IV, and Part V, line 1	<b>X</b>	
<b>35a</b> Did the organization have a controlled entity within the meaning of section 512(b)(13)?	<b>X</b>	
<b>b</b> If "Yes" to line 35a, did the organization receive any payment from or engage in any transaction with a controlled entity within the meaning of section 512(b)(13)? If "Yes," complete Schedule R, Part V, line 2		<b>X</b>
<b>36</b> <b>Section 501(c)(3) organizations.</b> Did the organization make any transfers to an exempt non-charitable related organization? If "Yes," complete Schedule R, Part V, line 2		
<b>37</b> Did the organization conduct more than 5% of its activities through an entity that is not a related organization and that is treated as a partnership for federal income tax purposes? If "Yes," complete Schedule R, Part VI		<b>X</b>
<b>38</b> Did the organization complete Schedule O and provide explanations in Schedule O for Part VI, lines 11b and 19?	<b>X</b>	

**Note.** All Form 990 filers are required to complete Schedule O

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**Part V Statements Regarding Other IRS Filings and Tax Compliance**

Check if Schedule O contains a response or note to any line in this Part V ☒ **X**

		Yes	No
<b>1a</b>	Enter the number reported in Box 3 of Form 1096. Enter -0- if not applicable		
<b>1b</b>	Enter the number of Forms W-2G included in line 1a. Enter -0- if not applicable		
<b>1c</b>	Did the organization comply with backup withholding rules for reportable payments to vendors and reportable gaming (gambling) winnings to prize winners?		
<b>2a</b>	Enter the number of employees reported on Form W-3, Transmittal of Wage and Tax Statements, filed for the calendar year ending with or within the year covered by this return		
<b>2b</b>	If at least one is reported on line 2a, did the organization file all required federal employment tax returns? <b>Note.</b> If the sum of lines 1a and 2a is greater than 250, you may be required to e-file (see instructions)	<b>X</b>	
<b>3a</b>	Did the organization have unrelated business gross income of \$1,000 or more during the year?	<b>X</b>	
<b>3b</b>	If "Yes," has it filed a Form 990-T for this year? If "No," to line 3b, provide an explanation in Schedule O	<b>X</b>	
<b>4a</b>	At any time during the calendar year, did the organization have an interest in, or a signature or other authority over, a financial account in a foreign country (such as a bank account, securities account, or other financial account)?	<b>X</b>	
<b>4b</b>	If "Yes," enter the name of the foreign country: <b>SEE SCHEDULE O</b> See instructions for filing requirements for FinCEN Form 114, Report of Foreign Bank and Financial Accounts (FBAR).		
<b>5a</b>	Was the organization a party to a prohibited tax shelter transaction at any time during the tax year?		<b>X</b>
<b>5b</b>	Did any taxable party notify the organization that it was or is a party to a prohibited tax shelter transaction?		<b>X</b>
<b>5c</b>	If "Yes," to line 5a or 5b, did the organization file Form 8886-T?		
<b>6a</b>	Does the organization have annual gross receipts that are normally greater than \$100,000, and did the organization solicit any contributions that were not tax deductible as charitable contributions?		<b>X</b>
<b>6b</b>	If "Yes," did the organization include with every solicitation an express statement that such contributions or gifts were not tax deductible?		
<b>7</b>	<b>Organizations that may receive deductible contributions under section 170(c).</b>		
<b>7a</b>	Did the organization receive a payment in excess of \$75 made partly as a contribution and partly for goods and services provided to the payor?		
<b>7b</b>	If "Yes," did the organization notify the donor of the value of the goods or services provided?		
<b>7c</b>	Did the organization sell, exchange, or otherwise dispose of tangible personal property for which it was required to file Form 8282?		
<b>7d</b>	If "Yes," indicate the number of Forms 8282 filed during the year		
<b>7e</b>	Did the organization receive any funds, directly or indirectly, to pay premiums on a personal benefit contract?		
<b>7f</b>	Did the organization, during the year, pay premiums, directly or indirectly, on a personal benefit contract?		
<b>7g</b>	If the organization received a contribution of qualified intellectual property, did the organization file Form 8899 as required?		
<b>7h</b>	If the organization received a contribution of cars, boats, airplanes, or other vehicles, did the organization file a Form 1098-C?		
<b>8</b>	<b>Sponsoring organizations maintaining donor advised funds.</b> Did a donor advised fund maintained by the sponsoring organization have excess business holdings at any time during the year?		
<b>9</b>	<b>Sponsoring organizations maintaining donor advised funds.</b>		
<b>9a</b>	Did the sponsoring organization make any taxable distributions under section 4966?		
<b>9b</b>	Did the sponsoring organization make a distribution to a donor, donor advisor, or related person?		
<b>10</b>	<b>Section 501(c)(7) organizations.</b> Enter:		
<b>10a</b>	Initiation fees and capital contributions included on Part VIII, line 12		
<b>10b</b>	Gross receipts, included on Form 990, Part VIII, line 12, for public use of club facilities		
<b>11</b>	<b>Section 501(c)(12) organizations.</b> Enter:		
<b>11a</b>	Gross income from members or shareholders		
<b>11b</b>	Gross income from other sources (Do not net amounts due or paid to other sources against amounts due or received from them.)		
<b>12a</b>	<b>Section 4947(a)(1) non-exempt charitable trusts.</b> Is the organization filing Form 990 in lieu of Form 1041?		
<b>12b</b>	If "Yes," enter the amount of tax-exempt interest received or accrued during the year		
<b>13</b>	<b>Section 501(c)(29) qualified nonprofit health insurance issuers.</b>		
<b>13a</b>	Is the organization licensed to issue qualified health plans in more than one state? <b>Note.</b> See the instructions for additional information the organization must report on Schedule O.		
<b>13b</b>	Enter the amount of reserves the organization is required to maintain by the states in which the organization is licensed to issue qualified health plans		
<b>13c</b>	Enter the amount of reserves on hand		
<b>14a</b>	Did the organization receive any payments for indoor tanning services during the tax year?		<b>X</b>
<b>14b</b>	If "Yes," has it filed a Form 720 to report these payments? If "No," provide an explanation in Schedule O		

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**Part VI Governance, Management, and Disclosure** For each "Yes" response to lines 2 through 7b below, and for a "No" response to line 8a, 8b, or 10b below, describe the circumstances, processes, or changes in Schedule O. See instructions.

Check if Schedule O contains a response or note to any line in this Part VI ☒

**Section A. Governing Body and Management**

	1a	1b	2	3	4	5	6	7a	7b	8a	8b	9
1a Enter the number of voting members of the governing body at the end of the tax year	13											
If there are material differences in voting rights among members of the governing body, or if the governing body delegated broad authority to an executive committee or similar committee, explain in Schedule O.												
b Enter the number of voting members included in line 1a, above, who are independent		12										
2 Did any officer, director, trustee, or key employee have a family relationship or a business relationship with any other officer, director, trustee, or key employee?			2								X	
3 Did the organization delegate control over management duties customarily performed by or under the direct supervision of officers, directors, or trustees, or key employees to a management company or other person?				3							X	
4 Did the organization make any significant changes to its governing documents since the prior Form 990 was filed?				4							X	
5 Did the organization become aware during the year of a significant diversion of the organization's assets?				5							X	
6 Did the organization have members or stockholders?				6		X						
7a Did the organization have members, stockholders, or other persons who had the power to elect or appoint one or more members of the governing body?				7a	X							
b Are any governance decisions of the organization reserved to (or subject to approval by) members, stockholders, or persons other than the governing body?				7b	X							
8 Did the organization contemporaneously document the meetings held or written actions undertaken during the year by the following:												
a The governing body?				8a	X							
b Each committee with authority to act on behalf of the governing body?				8b							X	
9 Is there any officer, director, trustee, or key employee listed in Part VII, Section A, who cannot be reached at the organization's mailing address? If "Yes," provide the names and addresses in Schedule O				9								X

**Section B. Policies** (This Section B requests information about policies not required by the Internal Revenue Code.)

	10a	10b	11a	12a	12b	12c	13	14	15a	15b	16a	16b
10a Did the organization have local chapters, branches, or affiliates?	10a	X										
b If "Yes," did the organization have written policies and procedures governing the activities of such chapters, affiliates, and branches to ensure their operations are consistent with the organization's exempt purposes?		10b	X									
11a Has the organization provided a complete copy of this Form 990 to all members of its governing body before filing the form?			11a	X								
b Describe in Schedule O the process, if any, used by the organization to review this Form 990.												
12a Did the organization have a written conflict of interest policy? If "No," go to line 13				12a	X							
b Were officers, directors, or trustees, and key employees required to disclose annually interests that could give rise to conflicts?				12b	X							
c Did the organization regularly and consistently monitor and enforce compliance with the policy? If "Yes," describe in Schedule O how this was done				12c		X						
13 Did the organization have a written whistleblower policy?				13	X							
14 Did the organization have a written document retention and destruction policy?				14	X							
15 Did the process for determining compensation of the following persons include a review and approval by independent persons, comparability data, and contemporaneous substantiation of the deliberation and decision?												
a The organization's CEO, Executive Director, or top management official				15a	X							
b Other officers or key employees of the organization				15b	X							
If "Yes" to line 15a or 15b, describe the process in Schedule O (see instructions).												
16a Did the organization invest in, contribute assets to, or participate in a joint venture or similar arrangement with a taxable entity during the year?				16a							X	
b If "Yes," did the organization follow a written policy or procedure requiring the organization to evaluate its participation in joint venture arrangements under applicable federal tax law, and take steps to safeguard the organization's exempt status with respect to such arrangements?				16b								

**Section C. Disclosure**

17 List the states with which a copy of this Form 990 is required to be filed **VA**

18 Section 6104 requires an organization to make its Forms 1023 (or 1024 if applicable), 990, and 990-T (Section 501(c)(3)s only) available for public inspection. Indicate how you made these available. Check all that apply.  
☐ Own website ☐ Another's website ☒ Upon request ☐ Other (explain in Schedule O)

19 Describe in Schedule O whether (and if so, how) the organization made its governing documents, conflict of interest policy, and financial statements available to the public during the tax year.

20 State the name, address, and telephone number of the person who possesses the organization's books and records: **HEMALI SHAH - 703-236-1186**  
**123 N. PITT STREET, ALEXANDRIA, VA 22314**



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**Part VII Compensation of Officers, Directors, Trustees, Key Employees, Highest Compensated Employees, and Independent Contractors**Check if Schedule O contains a response or note to any line in this Part VII ☐**Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees****1a** Complete this table for all persons required to be listed. Report compensation for the calendar year ending with or within the organization's tax year.

- List all of the organization's **current** officers, directors, trustees (whether individuals or organizations), regardless of amount of compensation. Enter -0- in columns (D), (E), and (F) if no compensation was paid.

- List all of the organization's **current** key employees, if any. See instructions for definition of "key employee."

- List the organization's five **current** highest compensated employees (other than an officer, director, trustee, or key employee) who received reportable compensation (Box 5 of Form W-2 and/or Box 7 of Form 1099-MISC) of more than \$100,000 from the organization and any related organizations.

- List all of the organization's **former** officers, key employees, and highest compensated employees who received more than \$100,000 of reportable compensation from the organization and any related organizations.

- List all of the organization's **former directors or trustees** that received, in the capacity as a former director or trustee of the organization, more than \$10,000 of reportable compensation from the organization and any related organizations.

List persons in the following order: individual trustees or directors; institutional trustees; officers; key employees; highest compensated employees; and former such persons.

☐ Check this box if neither the organization nor any related organization compensated any current officer, director, or trustee.

(A) Name and Title	(B) Average hours per week (list any hours for related organizations below line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)						(D) Reportable compensation from the organization (W-2/1099-MISC)	(E) Reportable compensation from related organizations (W-2/1099-MISC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
(1) CHRISTLE JOHNSON PRESIDENT	4.00 1.00	X		X				0.	0.	0.
(2) MARK ZIEGLER FORMER VICE PRESIDENT	3.00 1.00	X		X				0.	0.	0.
(3) DONNA KELLIHER FORMER CHAIRMAN/PAST PRESIDENT	3.00 1.00	X		X				0.	0.	0.
(4) SCOTT SOLOMBRINO PRESIDENT, ALLIED LEADERSHIP COUNCIL	3.00 1.00	X						0.	0.	0.
(5) DOROTHY DOWLING VP, ALLIED LEADERSHIP COUNCIL	1.00 1.00	X						0.	0.	0.
(6) BILLY BOS FORMER GBTA BOARD MEMBER	1.00 1.00	X						0.	0.	0.
(7) GLORIA GONZALEZ GBTA BOARD MEMBER	1.00 1.00	X						0.	0.	0.
(8) BHART SARIN CHAIRMAN	1.00 1.00	X						0.	0.	0.
(9) CINDY SHUMATE GBTA BOARD MEMBER	1.00 1.00	X						0.	0.	0.
(10) JENNIFER STEINKE GBTA BOARD MEMBER	1.00 1.00	X						0.	0.	0.
(11) KARIN THOMPSON FORMER GBTA BOARD MEMBER	1.00 1.00	X						0.	0.	0.
(12) DENISE TRUSO GBTA BOARD MEMBER	1.00 1.00	X						0.	0.	0.
(13) GUS VONDERHEIDE GBTA BOARD MEMBER	1.00 1.00	X						0.	0.	0.
(14) RITA VISSER VICE PRESIDENT	1.00 1.00	X		X				0.	0.	0.
(15) PAUL TILSTONE GBTA BOARD MEMBER	1.00 1.00	X						0.	0.	0.
(16) ERIN WILK GBTA BOARD MEMBER	1.00 1.00	X						0.	0.	0.
(17) KATHY BRISKI GBTA BOARD MEMBER	1.00 1.00	X						0.	0.	0.

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**Part VII** Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees (continued)

(A) Name and title	(B) Average hours per week (list any hours for related organizations below line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)						(D) Reportable compensation from the organization (W-2/1099-MISC)	(E) Reportable compensation from related organizations (W-2/1099-MISC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
(18) MICHAEL W. MCCORMICK EXECUTIVE DIRECTOR, COO	40.00 10.00			X				966,884.	0.	51,063.
(19) HEMALI SHAH CFO	40.00 5.00			X				270,672.	0.	25,065.
(20) EDWARD BARRETT SVP, MEMBERSHIP & MARKETING	40.00				X			262,495.	0.	29,981.
(21) ELIZABETH HUH VP, OPERATIONS	40.00				X			195,653.	0.	25,290.
(22) DAPHNE BRYANT SVP BUS DEV, EXEC DIR FOUNDATION	20.00 30.00				X			0.	286,968.	37,963.
(23) MARGARET MILLER DOLPHIN VICE PRESIDENT, BUSINESS DEVELOPMENT	40.00					X		160,464.	0.	26,915.
(24) SHANTEL GOODMAN VP, MARKETING	40.00					X		155,790.	0.	23,766.
(25) KEVIN MAGUIRE VICE PRESIDENT, LATAM	40.00					X		167,231.	0.	22,821.
(26) MATTHEW KONETSCHNI VP, PROFESS DEVELOPMENT &	25.00 15.00					X		0.	139,097.	19,680.
<b>1b Sub-total</b>								2,179,189.	426,065.	262,544.
<b>c Total from continuation sheets to Part VII, Section A</b>								177,925.	0.	22,189.
<b>d Total (add lines 1b and 1c)</b>								2,357,114.	426,065.	284,733.

**2** Total number of individuals (including but not limited to those listed above) who received more than \$100,000 of reportable compensation from the organization **8**

	Yes	No
<b>3</b> Did the organization list any <b>former</b> officer, director, or trustee, key employee, or highest compensated employee on line 1a? If "Yes," complete Schedule J for such individual		X
<b>4</b> For any individual listed on line 1a, is the sum of reportable compensation and other compensation from the organization and related organizations greater than \$150,000? If "Yes," complete Schedule J for such individual	X	
<b>5</b> Did any person listed on line 1a receive or accrue compensation from any unrelated organization or individual for services rendered to the organization? If "Yes," complete Schedule J for such person		X

**Section B. Independent Contractors**

**1** Complete this table for your five highest compensated independent contractors that received more than \$100,000 of compensation from the organization. Report compensation for the calendar year ending with or within the organization's tax year.

(A) Name and business address	(B) Description of services	(C) Compensation
PSAV CONVENTION & TRADESHOW 10540 STEMMONS FREEWAY, DALLAS, TX 75220	ANNUAL CONVENTION	1,747,981.
LEVY RESTAURANTS 980 MICHIGAN AVENUE, CHICAGO, IL 60611	ANNUAL CONVENTION	841,502.
MASSACHUSETTS CONVENTION CENTER 415 SUMMER STREET, BOSTON, MA 02210	CONVENTION CENTER	744,921.
COVEPORT LLC, 8201 GREENSBORO DRIVE, SUITE 300, MCLEAN, VA 22102	WEB DEVELOPMENT	356,755.
KUSHNER & ASSOCIATES, 24003A VENTURA BLVD SUITE 100, CALABASAS, CA 91302	ANNUAL CONVENTION	304,264.

**2** Total number of independent contractors (including but not limited to those listed above) who received more than \$100,000 of compensation from the organization **21**

**SEE PART VII, SECTION A CONTINUATION SHEETS**

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<b>Part VII</b>	<b>Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees</b> <i>(continued)</i>	
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**Part VIII Statement of Revenue**

Check if Schedule O contains a response or note to any line in this Part VIII ☐

				(A) Total revenue	(B) Related or exempt function revenue	(C) Unrelated business revenue	(D) Revenue excluded from tax under sections 512-514
<b>Contributions, Gifts, Grants and Other Similar Amounts</b>	<b>1 a</b> Federated campaigns	<b>1a</b>					
	<b>b</b> Membership dues	<b>1b</b>					
	<b>c</b> Fundraising events	<b>1c</b>					
	<b>d</b> Related organizations	<b>1d</b>					
	<b>e</b> Government grants (contributions)	<b>1e</b>					
	<b>f</b> All other contributions, gifts, grants, and similar amounts not included above	<b>1f</b>					
	<b>g</b> Noncash contributions included in lines 1a-1f: \$						
	<b>h Total. Add lines 1a-1f</b>						
<b>Program Service Revenue</b>	<b>2 a</b> CONFERENCE & SEMINARS	<b>Business Code</b>	900099	18,356,898.	18,334,898.	22,000.	
	<b>b</b> MEMBERSHIP DUES		900099	1,446,733.	1,446,733.		
	<b>c</b> EDUCATION PROGRAMS		900099	221,348.	221,348.		
	<b>d</b>						
	<b>e</b>						
	<b>f</b> All other program service revenue						
	<b>g Total. Add lines 2a-2f</b>			20,024,979.			
	<b>3</b> Investment income (including dividends, interest, and other similar amounts)			48,890.			48,890.
<b>4</b> Income from investment of tax-exempt bond proceeds							
<b>5</b> Royalties							
<b>Other Revenue</b>	<b>6 a</b> Gross rents	(i) Real	(ii) Personal				
	<b>b</b> Less: rental expenses						
	<b>c</b> Rental income or (loss)						
	<b>d</b> Net rental income or (loss)						
	<b>7 a</b> Gross amount from sales of assets other than inventory	(i) Securities	(ii) Other				
	<b>b</b> Less: cost or other basis and sales expenses						
	<b>c</b> Gain or (loss)						
	<b>d</b> Net gain or (loss)			5,956.			5,956.
	<b>8 a</b> Gross income from fundraising events (not including \$ of contributions reported on line 1c). See Part IV, line 18	<b>a</b>					
	<b>b</b> Less: direct expenses	<b>b</b>					
	<b>c</b> Net income or (loss) from fundraising events						
	<b>9 a</b> Gross income from gaming activities. See Part IV, line 19	<b>a</b>					
	<b>b</b> Less: direct expenses	<b>b</b>					
	<b>c</b> Net income or (loss) from gaming activities						
	<b>10 a</b> Gross sales of inventory, less returns and allowances	<b>a</b>					
	<b>b</b> Less: cost of goods sold	<b>b</b>					
	<b>c</b> Net income or (loss) from sales of inventory						
	<b>Miscellaneous Revenue</b>			<b>Business Code</b>			
	<b>11 a</b> ADVERTISING		541800	449,573.		449,573.	
	<b>b</b>						
<b>c</b>							
<b>d</b> All other revenue		900099	57,872.			57,872.	
<b>e Total. Add lines 11a-11d</b>			507,445.				
<b>12 Total revenue. See instructions.</b>			20,587,270.	20,002,979.	471,573.	112,718.	

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**Part IX** Statement of Functional Expenses

Section 501(c)(3) and 501(c)(4) organizations must complete all columns. All other organizations must complete column (A).

Check if Schedule O contains a response or note to any line in this Part IX ☐

Do not include amounts reported on lines 6b, 7b, 8b, 9b, and 10b of Part VIII.	(A) Total expenses	(B) Program service expenses	(C) Management and general expenses	(D) Fundraising expenses
1 Grants and other assistance to domestic organizations and domestic governments. See Part IV, line 21	100,000.			
2 Grants and other assistance to domestic individuals. See Part IV, line 22				
3 Grants and other assistance to foreign organizations, foreign governments, and foreign individuals. See Part IV, lines 15 and 16				
4 Benefits paid to or for members				
5 Compensation of current officers, directors, trustees, and key employees	1,827,103.			
6 Compensation not included above, to disqualified persons (as defined under section 4958(f)(1)) and persons described in section 4958(c)(3)(B)				
7 Other salaries and wages	4,083,190.			
8 Pension plan accruals and contributions (include section 401(k) and 403(b) employer contributions)	144,043.			
9 Other employee benefits	412,252.			
10 Payroll taxes	395,051.			
11 Fees for services (non-employees):				
a Management	548,475.			
b Legal	251,344.			
c Accounting	98,354.			
d Lobbying	264,717.			
e Professional fundraising services. See Part IV, line 17				
f Investment management fees				
g Other. (If line 11g amount exceeds 10% of line 25, column (A) amount, list line 11g expenses on Sch O.)	1,606,077.			
12 Advertising and promotion	148,732.			
13 Office expenses	295,367.			
14 Information technology	1,267,584.			
15 Royalties				
16 Occupancy	365,026.			
17 Travel	1,176,965.			
18 Payments of travel or entertainment expenses for any federal, state, or local public officials				
19 Conferences, conventions, and meetings	2,701,516.			
20 Interest				
21 Payments to affiliates				
22 Depreciation, depletion, and amortization	253,718.			
23 Insurance	43,351.			
24 Other expenses. Itemize expenses not covered above. (List miscellaneous expenses in line 24e. If line 24e amount exceeds 10% of line 25, column (A) amount, list line 24e expenses on Schedule O.)				
a STAGING AND PRODUCTION	1,624,062.			
b FOOD & BEVERAGE	1,023,294.			
c FEES & OTHER EXPENSES	467,604.			
d OTHER PERSONNEL COSTS	334,777.			
e All other expenses	59,331.			
25 Total functional expenses. Add lines 1 through 24e	19,491,933.			
26 Joint costs. Complete this line only if the organization reported in column (B) joint costs from a combined educational campaign and fundraising solicitation.				

Check here ☐ if following SOP 98-2 (ASC 958-720)

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**Part X Balance Sheet**

Check if Schedule O contains a response or note to any line in this Part X ☐

		(A) Beginning of year		(B) End of year
<b>Assets</b>	1 Cash - non-interest-bearing	2,499,398.	1	3,277,075.
	2 Savings and temporary cash investments	124,554.	2	157,126.
	3 Pledges and grants receivable, net		3	
	4 Accounts receivable, net	378,352.	4	251,870.
	5 Loans and other receivables from current and former officers, directors, trustees, key employees, and highest compensated employees. Complete Part II of Schedule L		5	
	6 Loans and other receivables from other disqualified persons (as defined under section 4958(f)(1)), persons described in section 4958(c)(3)(B), and contributing employers and sponsoring organizations of section 501(c)(9) voluntary employees' beneficiary organizations (see instr). Complete Part II of Sch L		6	
	7 Notes and loans receivable, net		7	
	8 Inventories for sale or use		8	
	9 Prepaid expenses and deferred charges	198,179.	9	171,997.
	10a Land, buildings, and equipment: cost or other basis. Complete Part VI of Schedule D	3,162,273.		
	10b Less: accumulated depreciation	2,090,569.		
	10c	634,479.	10c	1,071,704.
	11 Investments - publicly traded securities	1,684,724.	11	2,374,541.
	12 Investments - other securities. See Part IV, line 11		12	
	13 Investments - program-related. See Part IV, line 11		13	
	14 Intangible assets	237,441.	14	236,500.
15 Other assets. See Part IV, line 11	1,592,050.	15	1,380,507.	
16 <b>Total assets.</b> Add lines 1 through 15 (must equal line 34)	7,349,177.	16	8,921,320.	
<b>Liabilities</b>	17 Accounts payable and accrued expenses	1,898,034.	17	2,188,570.
	18 Grants payable		18	
	19 Deferred revenue	2,640,252.	19	2,838,815.
	20 Tax-exempt bond liabilities		20	
	21 Escrow or custodial account liability. Complete Part IV of Schedule D		21	
	22 Loans and other payables to current and former officers, directors, trustees, key employees, highest compensated employees, and disqualified persons. Complete Part II of Schedule L		22	
	23 Secured mortgages and notes payable to unrelated third parties	16,910.	23	1,619.
	24 Unsecured notes and loans payable to unrelated third parties		24	
	25 Other liabilities (including federal income tax, payables to related third parties, and other liabilities not included on lines 17-24). Complete Part X of Schedule D	843,291.	25	707,077.
	26 <b>Total liabilities.</b> Add lines 17 through 25	5,398,487.	26	5,736,081.
	<b>Net Assets or Fund Balances</b>	<b>Organizations that follow SFAS 117 (ASC 958), check here <input checked="" type="checkbox"/> and complete lines 27 through 29, and lines 33 and 34.</b>		
27 Unrestricted net assets		1,950,690.	27	3,185,239.
28 Temporarily restricted net assets			28	
29 Permanently restricted net assets			29	
<b>Organizations that do not follow SFAS 117 (ASC 958), check here <input type="checkbox"/> and complete lines 30 through 34.</b>				
30 Capital stock or trust principal, or current funds			30	
31 Paid-in or capital surplus, or land, building, or equipment fund			31	
32 Retained earnings, endowment, accumulated income, or other funds			32	
33 <b>Total net assets or fund balances</b>		1,950,690.	33	3,185,239.
34 <b>Total liabilities and net assets/fund balances</b>		7,349,177.	34	8,921,320.

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**Part XI Reconciliation of Net Assets**

Check if Schedule O contains a response or note to any line in this Part XI ☐

<b>1</b>	Total revenue (must equal Part VIII, column (A), line 12)	<b>1</b>	20,587,270.
<b>2</b>	Total expenses (must equal Part IX, column (A), line 25)	<b>2</b>	19,491,933.
<b>3</b>	Revenue less expenses. Subtract line 2 from line 1	<b>3</b>	1,095,337.
<b>4</b>	Net assets or fund balances at beginning of year (must equal Part X, line 33, column (A))	<b>4</b>	1,950,690.
<b>5</b>	Net unrealized gains (losses) on investments	<b>5</b>	139,212.
<b>6</b>	Donated services and use of facilities	<b>6</b>	
<b>7</b>	Investment expenses	<b>7</b>	
<b>8</b>	Prior period adjustments	<b>8</b>	
<b>9</b>	Other changes in net assets or fund balances (explain in Schedule O)	<b>9</b>	0.
<b>10</b>	Net assets or fund balances at end of year. Combine lines 3 through 9 (must equal Part X, line 33, column (B))	<b>10</b>	3,185,239.

**Part XII Financial Statements and Reporting**

Check if Schedule O contains a response or note to any line in this Part XII ☐

	Yes	No
<b>1</b> Accounting method used to prepare the Form 990: <input type="checkbox"/> Cash <input checked="" type="checkbox"/> Accrual <input type="checkbox"/> Other _____ If the organization changed its method of accounting from a prior year or checked "Other," explain in Schedule O.		
<b>2a</b> Were the organization's financial statements compiled or reviewed by an independent accountant? If "Yes," check a box below to indicate whether the financial statements for the year were compiled or reviewed on a separate basis, consolidated basis, or both: <input type="checkbox"/> Separate basis <input type="checkbox"/> Consolidated basis <input type="checkbox"/> Both consolidated and separate basis	<b>2a</b>	<b>X</b>
<b>b</b> Were the organization's financial statements audited by an independent accountant? If "Yes," check a box below to indicate whether the financial statements for the year were audited on a separate basis, consolidated basis, or both: <input type="checkbox"/> Separate basis <input checked="" type="checkbox"/> Consolidated basis <input type="checkbox"/> Both consolidated and separate basis	<b>2b</b>	<b>X</b>
<b>c</b> If "Yes" to line 2a or 2b, does the organization have a committee that assumes responsibility for oversight of the audit, review, or compilation of its financial statements and selection of an independent accountant? If the organization changed either its oversight process or selection process during the tax year, explain in Schedule O.	<b>2c</b>	<b>X</b>
<b>3a</b> As a result of a federal award, was the organization required to undergo an audit or audits as set forth in the Single Audit Act and OMB Circular A-133?	<b>3a</b>	<b>X</b>
<b>b</b> If "Yes," did the organization undergo the required audit or audits? If the organization did not undergo the required audit or audits, explain why in Schedule O and describe any steps taken to undergo such audits	<b>3b</b>	

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**SCHEDULE C**  
**(Form 990 or 990-EZ)**

Department of the Treasury  
Internal Revenue Service

**Political Campaign and Lobbying Activities**

- For Organizations Exempt From Income Tax Under section 501(c) and section 527
- ▶ **Complete if the organization is described below.** ▶ **Attach to Form 990 or Form 990-EZ.**
- ▶ **Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for instructions and the latest information.**

OMB No. 1545-0047

**2017**

**Open to Public  
Inspection**

**If the organization answered "Yes," on Form 990, Part IV, line 3, or Form 990-EZ, Part V, line 46 (Political Campaign Activities), then**

- Section 501(c)(3) organizations: Complete Parts I-A and B. Do not complete Part I-C.
- Section 501(c) (other than section 501(c)(3)) organizations: Complete Parts I-A and C below. Do not complete Part I-B.
- Section 527 organizations: Complete Part I-A only.

**If the organization answered "Yes," on Form 990, Part IV, line 4, or Form 990-EZ, Part VI, line 47 (Lobbying Activities), then**

- Section 501(c)(3) organizations that have filed Form 5768 (election under section 501(h)): Complete Part II-A. Do not complete Part II-B.
- Section 501(c)(3) organizations that have NOT filed Form 5768 (election under section 501(h)): Complete Part II-B. Do not complete Part II-A.

**If the organization answered "Yes," on Form 990, Part IV, line 5 (Proxy Tax) (see separate instructions) or Form 990-EZ, Part V, line 35c (Proxy Tax) (see separate instructions), then**

- Section 501(c)(4), (5), or (6) organizations: Complete Part III.

Name of organization	<b>GLOBAL BUSINESS TRAVEL ASSOCIATION (GBTA), INC.</b>	Employer identification number	<b>23-7058143</b>
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**Part I-A Complete if the organization is exempt under section 501(c) or is a section 527 organization.**

- 1 Provide a description of the organization's direct and indirect political campaign activities in Part IV.
- 2 Political campaign activity expenditures ▶ \$
- 3 Volunteer hours for political campaign activities

**Part I-B Complete if the organization is exempt under section 501(c)(3).**

- 1 Enter the amount of any excise tax incurred by the organization under section 4955 ▶ \$
- 2 Enter the amount of any excise tax incurred by organization managers under section 4955 ▶ \$
- 3 If the organization incurred a section 4955 tax, did it file Form 4720 for this year? ☐ Yes ☐ No
- 4a Was a correction made? ☐ Yes ☐ No
- b If "Yes," describe in Part IV.

**Part I-C Complete if the organization is exempt under section 501(c), except section 501(c)(3).**

- 1 Enter the amount directly expended by the filing organization for section 527 exempt function activities ▶ \$
- 2 Enter the amount of the filing organization's funds contributed to other organizations for section 527 exempt function activities ▶ \$
- 3 Total exempt function expenditures. Add lines 1 and 2. Enter here and on Form 1120-POL, line 17b ▶ \$
- 4 Did the filing organization file **Form 1120-POL** for this year? ☐ Yes ☐ No
- 5 Enter the names, addresses and employer identification number (EIN) of all section 527 political organizations to which the filing organization made payments. For each organization listed, enter the amount paid from the filing organization's funds. Also enter the amount of political contributions received that were promptly and directly delivered to a separate political organization, such as a separate segregated fund or a political action committee (PAC). If additional space is needed, provide information in Part IV.

(a) Name	(b) Address	(c) EIN	(d) Amount paid from filing organization's funds. If none, enter -0-.	(e) Amount of political contributions received and promptly and directly delivered to a separate political organization. If none, enter -0-.

For Paperwork Reduction Act Notice, see the Instructions for Form 990 or 990-EZ.

Schedule C (Form 990 or 990-EZ) 2017

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## GLOBAL BUSINESS TRAVEL ASSOCIATION

Schedule C (Form 990 or 990-EZ) 2017 (GBTA), INC.

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**Part II-A** Complete if the organization is exempt under section 501(c)(3) and filed Form 5768 (election under section 501(h)).

**A** Check ☐ if the filing organization belongs to an affiliated group (and list in Part IV each affiliated group member's name, address, EIN, expenses, and share of excess lobbying expenditures).

**B** Check ☐ if the filing organization checked box A and "limited control" provisions apply.

Limits on Lobbying Expenditures (The term "expenditures" means amounts paid or incurred.)		(a) Filing organization's totals	(b) Affiliated group totals
<b>1a</b> Total lobbying expenditures to influence public opinion (grass roots lobbying) .....			
<b>b</b> Total lobbying expenditures to influence a legislative body (direct lobbying) .....			
<b>c</b> Total lobbying expenditures (add lines 1a and 1b) .....			
<b>d</b> Other exempt purpose expenditures .....			
<b>e</b> Total exempt purpose expenditures (add lines 1c and 1d) .....			
<b>f</b> Lobbying nontaxable amount. Enter the amount from the following table in both columns.			
<b>If the amount on line 1e, column (a) or (b) is:</b>	<b>The lobbying nontaxable amount is:</b>		
Not over \$500,000	20% of the amount on line 1e.		
Over \$500,000 but not over \$1,000,000	\$100,000 plus 15% of the excess over \$500,000.		
Over \$1,000,000 but not over \$1,500,000	\$175,000 plus 10% of the excess over \$1,000,000.		
Over \$1,500,000 but not over \$17,000,000	\$225,000 plus 5% of the excess over \$1,500,000.		
Over \$17,000,000	\$1,000,000.		
<b>g</b> Grassroots nontaxable amount (enter 25% of line 1f) .....			
<b>h</b> Subtract line 1g from line 1a. If zero or less, enter -0- .....			
<b>i</b> Subtract line 1f from line 1c. If zero or less, enter -0- .....			
<b>j</b> If there is an amount other than zero on either line 1h or line 1i, did the organization file Form 4720 reporting section 4911 tax for this year? <input type="checkbox"/> Yes <input type="checkbox"/> No			

**4-Year Averaging Period Under section 501(h)**

(Some organizations that made a section 501(h) election do not have to complete all of the five columns below.

See the separate instructions for lines 2a through 2f.)

Lobbying Expenditures During 4-Year Averaging Period					
Calendar year (or fiscal year beginning in)	(a) 2014	(b) 2015	(c) 2016	(d) 2017	(e) Total
<b>2a</b> Lobbying nontaxable amount					
<b>b</b> Lobbying ceiling amount (150% of line 2a, column(e))					
<b>c</b> Total lobbying expenditures					
<b>d</b> Grassroots nontaxable amount					
<b>e</b> Grassroots ceiling amount (150% of line 2d, column (e))					
<b>f</b> Grassroots lobbying expenditures					

Schedule C (Form 990 or 990-EZ) 2017

## GLOBAL BUSINESS TRAVEL ASSOCIATION

Schedule C (Form 990 or 990-EZ) 2017 (GBTA), INC.

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**Part II-B** Complete if the organization is exempt under section 501(c)(3) and has NOT filed Form 5768 (election under section 501(h)).

For each "Yes," response on lines 1a through 1i below, provide in Part IV a detailed description of the lobbying activity.

	(a)		(b)
	Yes	No	Amount
<b>1</b> During the year, did the filing organization attempt to influence foreign, national, state or local legislation, including any attempt to influence public opinion on a legislative matter or referendum, through the use of:			
<b>a</b> Volunteers?			
<b>b</b> Paid staff or management (include compensation in expenses reported on lines 1c through 1i)?			
<b>c</b> Media advertisements?			
<b>d</b> Mailings to members, legislators, or the public?			
<b>e</b> Publications, or published or broadcast statements?			
<b>f</b> Grants to other organizations for lobbying purposes?			
<b>g</b> Direct contact with legislators, their staffs, government officials, or a legislative body?			
<b>h</b> Rallies, demonstrations, seminars, conventions, speeches, lectures, or any similar means?			
<b>i</b> Other activities?			
<b>j</b> Total. Add lines 1c through 1i			
<b>2a</b> Did the activities in line 1 cause the organization to be not described in section 501(c)(3)?			
<b>b</b> If "Yes," enter the amount of any tax incurred under section 4912			
<b>c</b> If "Yes," enter the amount of any tax incurred by organization managers under section 4912			
<b>d</b> If the filing organization incurred a section 4912 tax, did it file Form 4720 for this year?			

**Part III-A** Complete if the organization is exempt under section 501(c)(4), section 501(c)(5), or section 501(c)(6).

	Yes	No
<b>1</b> Were substantially all (90% or more) dues received nondeductible by members?		X
<b>2</b> Did the organization make only in-house lobbying expenditures of \$2,000 or less?		X
<b>3</b> Did the organization agree to carry over lobbying and political campaign activity expenditures from the prior year?	X	

**Part III-B** Complete if the organization is exempt under section 501(c)(4), section 501(c)(5), or section 501(c)(6) and if either (a) BOTH Part III-A, lines 1 and 2, are answered "No," OR (b) Part III-A, line 3, is answered "Yes."

<b>1</b> Dues, assessments and similar amounts from members	<b>1</b>	1,446,733.
<b>2</b> Section 162(e) nondeductible lobbying and political expenditures (do not include amounts of political expenses for which the section 527(f) tax was paid).		
<b>a</b> Current year	<b>2a</b>	264,717.
<b>b</b> Carryover from last year	<b>2b</b>	422,095.
<b>c</b> Total	<b>2c</b>	686,812.
<b>3</b> Aggregate amount reported in section 6033(e)(1)(A) notices of nondeductible section 162(e) dues	<b>3</b>	289,347.
<b>4</b> If notices were sent and the amount on line 2c exceeds the amount on line 3, what portion of the excess does the organization agree to carryover to the reasonable estimate of nondeductible lobbying and political expenditure next year?	<b>4</b>	397,465.
<b>5</b> Taxable amount of lobbying and political expenditures (see instructions)	<b>5</b>	

**Part IV** Supplemental Information

Provide the descriptions required for Part I-A, line 1; Part I-B, line 4; Part I-C, line 5; Part II-A (affiliated group list); Part II-A, lines 1 and 2 (see instructions); and Part II-B, line 1. Also, complete this part for any additional information.

Schedule C (Form 990 or 990-EZ) 2017

**SCHEDULE D**  
**(Form 990)**

Department of the Treasury  
Internal Revenue Service

**Supplemental Financial Statements**

▶ **Complete if the organization answered "Yes" on Form 990, Part IV, line 6, 7, 8, 9, 10, 11a, 11b, 11c, 11d, 11e, 11f, 12a, or 12b.**  
▶ **Attach to Form 990.**

▶ **Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for instructions and the latest information.**

OMB No. 1545-0047

**2017**  
**Open to Public Inspection**

**Name of the organization** GLOBAL BUSINESS TRAVEL ASSOCIATION  
(GBTA), INC.

**Employer identification number**  
23-7058143

**Part I Organizations Maintaining Donor Advised Funds or Other Similar Funds or Accounts.** Complete if the organization answered "Yes" on Form 990, Part IV, line 6.

	(a) Donor advised funds	(b) Funds and other accounts
1 Total number at end of year .....		
2 Aggregate value of contributions to (during year) .....		
3 Aggregate value of grants from (during year) .....		
4 Aggregate value at end of year .....		
5 Did the organization inform all donors and donor advisors in writing that the assets held in donor advised funds are the organization's property, subject to the organization's exclusive legal control? .....		<input type="checkbox"/> Yes <input type="checkbox"/> No
6 Did the organization inform all grantees, donors, and donor advisors in writing that grant funds can be used only for charitable purposes and not for the benefit of the donor or donor advisor, or for any other purpose conferring impermissible private benefit? .....		<input type="checkbox"/> Yes <input type="checkbox"/> No

**Part II Conservation Easements.** Complete if the organization answered "Yes" on Form 990, Part IV, line 7.

1 Purpose(s) of conservation easements held by the organization (check all that apply).  
☐ Preservation of land for public use (e.g., recreation or education) ☐ Preservation of a historically important land area  
☐ Protection of natural habitat ☐ Preservation of a certified historic structure  
☐ Preservation of open space

2 Complete lines 2a through 2d if the organization held a qualified conservation contribution in the form of a conservation easement on the last day of the tax year.

	Held at the End of the Tax Year
a Total number of conservation easements .....	2a
b Total acreage restricted by conservation easements .....	2b
c Number of conservation easements on a certified historic structure included in (a) .....	2c
d Number of conservation easements included in (c) acquired after 7/25/06, and not on a historic structure listed in the National Register .....	2d

3 Number of conservation easements modified, transferred, released, extinguished, or terminated by the organization during the tax year ▶ .....

4 Number of states where property subject to conservation easement is located ▶ .....

5 Does the organization have a written policy regarding the periodic monitoring, inspection, handling of violations, and enforcement of the conservation easements it holds? .....

6 Staff and volunteer hours devoted to monitoring, inspecting, handling of violations, and enforcing conservation easements during the year ▶ .....

7 Amount of expenses incurred in monitoring, inspecting, handling of violations, and enforcing conservation easements during the year ▶ \$ .....

8 Does each conservation easement reported on line 2(d) above satisfy the requirements of section 170(h)(4)(B)(i) and section 170(h)(4)(B)(ii)? .....

9 In Part XIII, describe how the organization reports conservation easements in its revenue and expense statement, and balance sheet, and include, if applicable, the text of the footnote to the organization's financial statements that describes the organization's accounting for conservation easements.

**Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 8.

1a If the organization elected, as permitted under SFAS 116 (ASC 958), not to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide, in Part XIII, the text of the footnote to its financial statements that describes these items.

b If the organization elected, as permitted under SFAS 116 (ASC 958), to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide the following amounts relating to these items:

(i) Revenue included on Form 990, Part VIII, line 1 .....

(ii) Assets included in Form 990, Part X .....

2 If the organization received or held works of art, historical treasures, or other similar assets for financial gain, provide the following amounts required to be reported under SFAS 116 (ASC 958) relating to these items:

a Revenue included on Form 990, Part VIII, line 1 .....

b Assets included in Form 990, Part X .....

LHA For Paperwork Reduction Act Notice, see the Instructions for Form 990.

Schedule D (Form 990) 2017

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**GLOBAL BUSINESS TRAVEL ASSOCIATION  
(GBTA), INC.**

Schedule D (Form 990) 2017

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**Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets** *(continued)*

- 3** Using the organization's acquisition, accession, and other records, check any of the following that are a significant use of its collection items (check all that apply):
- |   |   |
|---|---|
| <b>a</b> <input type="checkbox"/> Public exhibition                   | <b>d</b> <input type="checkbox"/> Loan or exchange programs |
| <b>b</b> <input type="checkbox"/> Scholarly research                  | <b>e</b> <input type="checkbox"/> Other _____               |
| <b>c</b> <input type="checkbox"/> Preservation for future generations |   |
- 4** Provide a description of the organization's collections and explain how they further the organization's exempt purpose in Part XIII.
- 5** During the year, did the organization solicit or receive donations of art, historical treasures, or other similar assets to be sold to raise funds rather than to be maintained as part of the organization's collection? ☐ Yes ☐ No

**Part IV Escrow and Custodial Arrangements.** Complete if the organization answered "Yes" on Form 990, Part IV, line 9, or reported an amount on Form 990, Part X, line 21.

- 1a** Is the organization an agent, trustee, custodian or other intermediary for contributions or other assets not included on Form 990, Part X? ☐ Yes ☐ No
- b** If "Yes," explain the arrangement in Part XIII and complete the following table:
- |  | Amount    |
|--|-----------|
| <b>c</b> Beginning balance             | <b>1c</b> |
| <b>d</b> Additions during the year     | <b>1d</b> |
| <b>e</b> Distributions during the year | <b>1e</b> |
| <b>f</b> Ending balance                | <b>1f</b> |
- 2a** Did the organization include an amount on Form 990, Part X, line 21, for escrow or custodial account liability? ☐ Yes ☐ No
- b** If "Yes," explain the arrangement in Part XIII. Check here if the explanation has been provided on Part XIII ☐

**Part V Endowment Funds.** Complete if the organization answered "Yes" on Form 990, Part IV, line 10.

	(a) Current year	(b) Prior year	(c) Two years back	(d) Three years back	(e) Four years back
<b>1a</b> Beginning of year balance					
<b>b</b> Contributions					
<b>c</b> Net investment earnings, gains, and losses					
<b>d</b> Grants or scholarships					
<b>e</b> Other expenditures for facilities and programs					
<b>f</b> Administrative expenses					
<b>g</b> End of year balance					

- 2** Provide the estimated percentage of the current year end balance (line 1g, column (a)) held as:
- a** Board designated or quasi-endowment  %
- b** Permanent endowment  %
- c** Temporarily restricted endowment  %
- The percentages on lines 2a, 2b, and 2c should equal 100%.
- 3a** Are there endowment funds not in the possession of the organization that are held and administered for the organization by:
- |   | Yes           | No |
|---|---------------|----|
| <b>(i)</b> unrelated organizations  | <b>3a(i)</b>  |    |
| <b>(ii)</b> related organizations   | <b>3a(ii)</b> |    |
| <b>b</b> If "Yes" on line 3a(ii), are the related organizations listed as required on Schedule R? | <b>3b</b>     |    |
- 4** Describe in Part XIII the intended uses of the organization's endowment funds.

**Part VI Land, Buildings, and Equipment.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 11a. See Form 990, Part X, line 10.

Description of property	(a) Cost or other basis (investment)	(b) Cost or other basis (other)	(c) Accumulated depreciation	(d) Book value
<b>1a</b> Land				
<b>b</b> Buildings				
<b>c</b> Leasehold improvements		534,226.	347,776.	186,450.
<b>d</b> Equipment		1,917,355.	1,173,554.	743,801.
<b>e</b> Other		710,692.	569,239.	141,453.
<b>Total.</b> Add lines 1a through 1e. (Column (d) must equal Form 990, Part X, column (B), line 10c.)				1,071,704.

Schedule D (Form 990) 2017

**GLOBAL BUSINESS TRAVEL ASSOCIATION  
(GBTA), INC.**

Schedule D (Form 990) 2017

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**Part VII Investments - Other Securities.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 11b. See Form 990, Part X, line 12.

(a) Description of security or category (including name of security)	(b) Book value	(c) Method of valuation: Cost or end-of-year market value
(1) Financial derivatives		
(2) Closely-held equity interests		
(3) Other		
(A)		
(B)		
(C)		
(D)		
(E)		
(F)		
(G)		
(H)		
<b>Total.</b> (Col. (b) must equal Form 990, Part X, col. (B) line 12.)		

**Part VIII Investments - Program Related.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 11c. See Form 990, Part X, line 13.

(a) Description of investment	(b) Book value	(c) Method of valuation: Cost or end-of-year market value
(1)		
(2)		
(3)		
(4)		
(5)		
(6)		
(7)		
(8)		
(9)		
<b>Total.</b> (Col. (b) must equal Form 990, Part X, col. (B) line 13.)		

**Part IX Other Assets.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 11d. See Form 990, Part X, line 15.

(a) Description	(b) Book value
(1) DUE FROM RELATED ORGANIZATIONS	1,041,434.
(2) SECURITY DEPOSITS	244,152.
(3) CASH SURRENDER VALUE OF LIFE INSURANCE	94,921.
(4)	
(5)	
(6)	
(7)	
(8)	
(9)	
<b>Total.</b> (Column (b) must equal Form 990, Part X, col. (B) line 15.)	1,380,507.

**Part X Other Liabilities.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 11e or 11f. See Form 990, Part X, line 25.

(a) Description of liability	(b) Book value
1. (1) Federal income taxes	
(2) DEFERRED LEASE INCENTIVE	237,170.
(3) DEFERRED DUES	469,907.
(4)	
(5)	
(6)	
(7)	
(8)	
(9)	
<b>Total.</b> (Column (b) must equal Form 990, Part X, col. (B) line 25.)	707,077.

2. Liability for uncertain tax positions. In Part XIII, provide the text of the footnote to the organization's financial statements that reports the organization's liability for uncertain tax positions under FIN 48 (ASC 740). Check here if the text of the footnote has been provided in Part XIII ☒

Schedule D (Form 990) 2017

## GLOBAL BUSINESS TRAVEL ASSOCIATION

Schedule D (Form 990) 2017

(GBTA), INC.

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**Part XI Reconciliation of Revenue per Audited Financial Statements With Revenue per Return.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 12a.

<b>1</b>	Total revenue, gains, and other support per audited financial statements		<b>1</b>	
<b>2</b>	Amounts included on line 1 but not on Form 990, Part VIII, line 12:			
<b>a</b>	Net unrealized gains (losses) on investments	<b>2a</b>		
<b>b</b>	Donated services and use of facilities	<b>2b</b>		
<b>c</b>	Recoveries of prior year grants	<b>2c</b>		
<b>d</b>	Other (Describe in Part XIII.)	<b>2d</b>		
<b>e</b>	Add lines <b>2a</b> through <b>2d</b>		<b>2e</b>	
<b>3</b>	Subtract line <b>2e</b> from line <b>1</b>		<b>3</b>	
<b>4</b>	Amounts included on Form 990, Part VIII, line 12, but not on line 1:			
<b>a</b>	Investment expenses not included on Form 990, Part VIII, line 7b	<b>4a</b>		
<b>b</b>	Other (Describe in Part XIII.)	<b>4b</b>		
<b>c</b>	Add lines <b>4a</b> and <b>4b</b>		<b>4c</b>	
<b>5</b>	Total revenue. Add lines <b>3</b> and <b>4c</b> . (This must equal Form 990, Part I, line 12.)		<b>5</b>	

**Part XII Reconciliation of Expenses per Audited Financial Statements With Expenses per Return.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 12a.

<b>1</b>	Total expenses and losses per audited financial statements		<b>1</b>	
<b>2</b>	Amounts included on line 1 but not on Form 990, Part IX, line 25:			
<b>a</b>	Donated services and use of facilities	<b>2a</b>		
<b>b</b>	Prior year adjustments	<b>2b</b>		
<b>c</b>	Other losses	<b>2c</b>		
<b>d</b>	Other (Describe in Part XIII.)	<b>2d</b>		
<b>e</b>	Add lines <b>2a</b> through <b>2d</b>		<b>2e</b>	
<b>3</b>	Subtract line <b>2e</b> from line <b>1</b>		<b>3</b>	
<b>4</b>	Amounts included on Form 990, Part IX, line 25, but not on line 1:			
<b>a</b>	Investment expenses not included on Form 990, Part VIII, line 7b	<b>4a</b>		
<b>b</b>	Other (Describe in Part XIII.)	<b>4b</b>		
<b>c</b>	Add lines <b>4a</b> and <b>4b</b>		<b>4c</b>	
<b>5</b>	Total expenses. Add lines <b>3</b> and <b>4c</b> . (This must equal Form 990, Part I, line 18.)		<b>5</b>	

**Part XIII Supplemental Information.**

Provide the descriptions required for Part II, lines 3, 5, and 9; Part III, lines 1a and 4; Part IV, lines 1b and 2b; Part V, line 4; Part X, line 2; Part XI, lines 2d and 4b; and Part XII, lines 2d and 4b. Also complete this part to provide any additional information.

PART X, LINE 2:

THE ORGANIZATION EVALUATED ITS TAX POSITIONS AND DETERMINED THAT THE

POSITIONS ARE MORE-LIKELY-THAN-NOT TO BE SUSTAINED ON EXAMINATION. THE

ASSOCIATION FILES AS A TAX EXEMPT ORGANIZATIONS; SHOULD THAT STATUS BE

CHALLENGED IN THE FUTURE, ALL YEARS SINCE INCEPTION WOULD BE SUBJECT TO

REVIEW BY THE IRS.



**SCHEDULE F**  
**(Form 990)**Department of the Treasury  
Internal Revenue Service**Statement of Activities Outside the United States**

▶ Complete if the organization answered "Yes" on Form 990, Part IV, line 14b, 15, or 16.

▶ Attach to Form 990.

▶ Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for instructions and the latest information.

OMB No. 1545-0047

**2017**Open to Public  
Inspection

Name of the organization

GLOBAL BUSINESS TRAVEL ASSOCIATION  
(GBTA), INC.

Employer identification number

23-7058143

**Part I** General Information on Activities Outside the United States. Complete if the organization answered "Yes" on Form 990, Part IV, line 14b.

**1 For grantmakers.** Does the organization maintain records to substantiate the amount of its grants and other assistance, the grantees' eligibility for the grants or assistance, and the selection criteria used to award the grants or assistance? ☐ Yes ☐ No

**2 For grantmakers.** Describe in Part V the organization's procedures for monitoring the use of its grants and other assistance outside the United States.

**3 Activities per Region.** (The following Part I, line 3 table can be duplicated if additional space is needed.)

(a) Region	(b) Number of offices in the region	(c) Number of employees, agents, and independent contractors in the region	(d) Activities conducted in the region (by type) (such as, fundraising, program services, investments, grants to recipients located in the region)	(e) If activity listed in (d) is a program service, describe specific type of service(s) in the region	(f) Total expenditures for and investments in the region
EUROPE	0	4	PROGRAM SERVICES	EDUCATION, EVENTS	1,767,215.
EAST ASIA & THE PACIFIC	0	1	PROGRAM SERVICES	EDUCATION, EVENTS	354,622.
CENTRAL & SOUTH AMERICA	0	5	PROGRAM SERVICES	EDUCATION, EVENTS	1,082,000.
NORTH AMERICA	0	2	PROGRAM SERVICES	EDUCATION, EVENTS	567,468.
<b>3 a</b> Sub-total	0	12			3,771,305.
<b>b</b> Total from continuation sheets to Part I	0	0			0.
<b>c Totals</b> (add lines 3a and 3b)	0	12			3,771,305.

LHA For Paperwork Reduction Act Notice, see the Instructions for Form 990.

Schedule F (Form 990) 2017

**Part II** **Grants and Other Assistance to Organizations or Entities Outside the United States.** Complete if the organization answered "Yes" on Form 990, Part IV, line 15, for any recipient who received more than \$5,000. Part II can be duplicated if additional space is needed.

[illegible]

**2** Enter total number of recipient organizations listed above that are recognized as charities by the foreign country, recognized as tax-exempt by the IRS, or for which the grantee or counsel has provided a section 501(c)(3) equivalency letter .....

**3** Enter total number of other organizations or entities

GLOBAL BUSINESS TRAVEL ASSOCIATION  
(GBTA), INC.

23-7058143

**Part III** Grants and Other Assistance to Individuals Outside the United States. Complete if the organization answered "Yes" on Form 990, Part IV, line 16.

Part III can be duplicated if additional space is needed.

[illegible]

## GLOBAL BUSINESS TRAVEL ASSOCIATION

Schedule F (Form 990) 2017

(GBTA), INC.

23-7058143

Page 4

**Part IV Foreign Forms**

- 1 Was the organization a U.S. transferor of property to a foreign corporation during the tax year? If "Yes," the organization may be required to file Form 926, Return by a U.S. Transferor of Property to a Foreign Corporation (see Instructions for Form 926) ☐ Yes ☒ No
- 2 Did the organization have an interest in a foreign trust during the tax year? If "Yes," the organization may be required to separately file Form 3520, Annual Return To Report Transactions With Foreign Trusts and Receipt of Certain Foreign Gifts, and/or Form 3520-A, Annual Information Return of Foreign Trust With a U.S. Owner (see Instructions for Forms 3520 and 3520-A; don't file with Form 990) ☐ Yes ☒ No
- 3 Did the organization have an ownership interest in a foreign corporation during the tax year? If "Yes," the organization may be required to file Form 5471, Information Return of U.S. Persons With Respect To Certain Foreign Corporations (see Instructions for Form 5471) ☒ Yes ☐ No
- 4 Was the organization a direct or indirect shareholder of a passive foreign investment company or a qualified electing fund during the tax year? If "Yes," the organization may be required to file Form 8621, Information Return by a Shareholder of a Passive Foreign Investment Company or Qualified Electing Fund (see Instructions for Form 8621) ☐ Yes ☒ No
- 5 Did the organization have an ownership interest in a foreign partnership during the tax year? If "Yes," the organization may be required to file Form 8865, Return of U.S. Persons With Respect to Certain Foreign Partnerships (see Instructions for Form 8865) ☐ Yes ☒ No
- 6 Did the organization have any operations in or related to any boycotting countries during the tax year? If "Yes," the organization may be required to separately file Form 5713, International Boycott Report (see Instructions for Form 5713; don't file with Form 990) ☐ Yes ☒ No

Schedule F (Form 990) 2017



► Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for the latest information.

**Employer identification number**  
**23-7058143**

1000000

- Part II**
- Grants and Other Assistance to Domestic Organizations and Domestic Governments.** Complete if the organization answered "Yes" on Form 990, Part IV, line 21, for any

**Part II**

**Grants and Other Assistance to Domestic Organizations and Domestic Governments.** Complete if the organization answered "Yes" on Form 990, Part IV, line 21, for any

recipient that received more than \$5 000. Part II can be duplicated if additional space is needed.

[illegible]

Schedule I (Form 990) (2017)



GLOBAL BUSINESS TRAVEL ASSOCIATION  
(GBTA), INC.

## Part III

**Grants and Other Assistance to Domestic Individuals.** Complete if the organization answered "Yes" on Form 990, Part IV, line 22. Part III can be duplicated if additional space is needed.

(a) Type of grant or assistance	(b) Number of recipients	(c) Amount of cash grant	(d) Amount of non-cash assistance	(e) Method of valuation (book, FMV, appraisal, other)	(f) Description of noncash assistance

**Part IV Supplemental information.** Provide the information required in Part I, line 2; Part III, column (b); and any other additional information.

PART I, LINE 2:

GLOBAL BUSINESS TRAVEL ASSOCIATION (GBTA) MAINTAINS A COPY OF THE CONTRACT  
SIGNED BY BOTH GBTA AND GBTA FOUNDATION. GBTA'S TOP FINANCIAL OFFICER  
MAINTAINS THE BOOKS OF GBTA FOUNDATION AND REVIEWS ALL EXPENSES.

**SCHEDULE J  
(Form 990)**

Department of the Treasury  
Internal Revenue Service

**Compensation Information**

For certain Officers, Directors, Trustees, Key Employees, and Highest  
Compensated Employees

▶ Complete if the organization answered "Yes" on Form 990, Part IV, line 23.

▶ Attach to Form 990.

▶ Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for instructions and the latest information.

OMB No. 1545-0047

**2017**

Open to Public  
Inspection

Name of the organization

**GLOBAL BUSINESS TRAVEL ASSOCIATION  
(GBTA), INC.**

Employer identification number

**23-7058143**

**Part I Questions Regarding Compensation**

**1a** Check the appropriate box(es) if the organization provided any of the following to or for a person listed on Form 990, Part VII, Section A, line 1a. Complete Part III to provide any relevant information regarding these items.

☐ First-class or charter travel

☐ Travel for companions

☐ Tax indemnification and gross-up payments

☐ Discretionary spending account

☐ Housing allowance or residence for personal use

☐ Payments for business use of personal residence

☐ Health or social club dues or initiation fees

☐ Personal services (such as, maid, chauffeur, chef)

**b** If any of the boxes on line 1a are checked, did the organization follow a written policy regarding payment or reimbursement or provision of all of the expenses described above? If "No," complete Part III to explain

**2** Did the organization require substantiation prior to reimbursing or allowing expenses incurred by all directors, trustees, and officers, including the CEO/Executive Director, regarding the items checked on line 1a?

**3** Indicate which, if any, of the following the filing organization used to establish the compensation of the organization's CEO/Executive Director. Check all that apply. Do not check any boxes for methods used by a related organization to establish compensation of the CEO/Executive Director, but explain in Part III.

☒ Compensation committee

☒ Independent compensation consultant

☒ Form 990 of other organizations

☐ Written employment contract

☒ Compensation survey or study

☒ Approval by the board or compensation committee

**4** During the year, did any person listed on Form 990, Part VII, Section A, line 1a, with respect to the filing organization or a related organization:

**a** Receive a severance payment or change-of-control payment?

**b** Participate in, or receive payment from, a supplemental nonqualified retirement plan?

**c** Participate in, or receive payment from, an equity-based compensation arrangement?

If "Yes" to any of lines 4a-c, list the persons and provide the applicable amounts for each item in Part III.

**Only section 501(c)(3), 501(c)(4), and 501(c)(29) organizations must complete lines 5-9.**

**5** For persons listed on Form 990, Part VII, Section A, line 1a, did the organization pay or accrue any compensation contingent on the revenues of:

**a** The organization?

**b** Any related organization?

If "Yes" on line 5a or 5b, describe in Part III.

**6** For persons listed on Form 990, Part VII, Section A, line 1a, did the organization pay or accrue any compensation contingent on the net earnings of:

**a** The organization?

**b** Any related organization?

If "Yes" on line 6a or 6b, describe in Part III.

**7** For persons listed on Form 990, Part VII, Section A, line 1a, did the organization provide any nonfixed payments not described on lines 5 and 6? If "Yes," describe in Part III

**8** Were any amounts reported on Form 990, Part VII, paid or accrued pursuant to a contract that was subject to the initial contract exception described in Regulations section 53.4958-4(a)(3)? If "Yes," describe in Part III

**9** If "Yes" on line 8, did the organization also follow the rebuttable presumption procedure described in Regulations section 53.4958-6(c)?

	Yes	No
<b>1b</b>		
<b>2</b>		
<b>4a</b>		X
<b>4b</b>	X	
<b>4c</b>		X
<b>5a</b>		
<b>5b</b>		
<b>6a</b>		
<b>6b</b>		
<b>7</b>		
<b>8</b>		
<b>9</b>		

LHA For Paperwork Reduction Act Notice, see the Instructions for Form 990.

Schedule J (Form 990) 2017

Part II	Officers, Directors, Trustees, Key Employees, and
---------	---

For each individual whose compensation must be reported on Schedule J, report compensation from the organization on row (i) and from related organizations, described in the instructions, on row (ii). Do not list any individuals that aren't listed on Form 990, Part VII.

**Note:** The sum of columns (B)(i)-(iii) for each listed individual must equal the total amount of Form 990, Part VII, Section A, line 1a, applicable column (D) and (E) amounts for that individual.

(A) Name and Title	(B) Breakdown of W-2 and/or 1099-MISC compensation			(C) Retirement and other deferred compensation	(D) Nontaxable benefits	(E) Total of columns (B)(i)-(D)	(F) Compensation in column (B) reported as deferred on prior Form 990
	(i) Base compensation	(ii) Bonus & incentive compensation	(iii) Other reportable compensation				
(1) MICHAEL W. MCCORMICK EXECUTIVE DIRECTOR, COO	(i)	741,146.	225,738.	0.	24,600.	1,017,947.	0.
	(ii)	0.	0.	0.	0.	0.	0.
(2) HEMALI SHAH CFO	(i)	236,368.	34,304.	0.	14,801.	295,737.	0.
	(ii)	0.	0.	0.	0.	0.	0.
(3) EDWARD BARRETT SVP, MEMBERSHIP & MARKETING	(i)	228,878.	33,617.	0.	14,552.	292,476.	0.
	(ii)	0.	0.	0.	0.	0.	0.
(4) ELIZABETH HUH VP, OPERATIONS	(i)	173,843.	21,810.	0.	11,574.	220,943.	0.
	(ii)	0.	0.	0.	0.	0.	0.
(5) DAPHNE BRYANT SVP BUS DEV, EXEC DIR FOUNDATION	(i)	0.	0.	0.	0.	0.	0.
	(ii)	251,140.	35,828.	0.	15,508.	324,931.	0.
(6) MARGARET MILLER DOLPHIN VICE PRESIDENT, BUSINESS DEVELOPMENT	(i)	133,615.	26,849.	0.	8,575.	187,379.	0.
	(ii)	0.	0.	0.	0.	0.	0.
(7) SHANTEL GOODMAN VP, MARKETING	(i)	138,003.	17,787.	0.	9,004.	179,556.	0.
	(ii)	0.	0.	0.	0.	0.	0.
(8) KEVIN MAGUIRE VICE PRESIDENT, LATAM	(i)	151,168.	16,063.	0.	9,634.	190,052.	0.
	(ii)	0.	0.	0.	0.	0.	0.
(9) MATTHEW KONETSCHNI VP, PROFESS DEVELOPMENT &	(i)	0.	0.	0.	0.	0.	0.
	(ii)	119,737.	19,360.	0.	7,814.	158,777.	0.
(10) ERIC WEAVER VP, HUMAN RESOURCES & ADMINISTRATION	(i)	161,953.	15,972.	0.	8,750.	200,114.	0.
	(ii)	0.	0.	0.	0.	0.	0.
	(i)						
	(ii)						
	(i)						
	(ii)						
	(i)						
	(ii)						
	(i)						
	(ii)						
	(i)						
	(ii)						

GLOBAL BUSINESS TRAVEL ASSOCIATION  
(GBTA), INC.

Schedule J (Form 990) 2017

23-7058143

Page 3

Part III Supplemental Information

Provide the information, explanation, or descriptions required for Part I, lines 1a, 1b, 3, 4a, 4b, 4c, 5a, 5b, 6a, 6b, 7, and 8, and for Part II. Also complete this part for any additional information.

PART I, LINE 4B:

LINE 4B - MICHAEL MCCORMICK - PARTICIPATED IN 457(B), NON-QUALIFIED

RETIREMENT PLAN AND RECEIVED \$16,500.

(Form 990 or 990-EZ)

► Complete if the organization answered "Yes" on Form 990, Part IV, line 25a, 25b, 26, 27, 28a, 28b, or 28c, or Form 990-EZ, Part V, line 38a or 40b.

▶ **Attach to Form 990 or Form 990-EZ.**

► Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for instructions and the latest information.

OMB No. 1545-0047

# 2017

### Open To Public Inspection

Department of the Treasury  
Internal Revenue Service

Name of the organization GLOBAL BUSINESS TRAVEL ASSOCIATION  
(GBTA), INC.

Employer identification number  
23-7058143

**Part I Excess Benefit Transactions** (section 501(c)(3), section 501(c)(4), and 501(c)(29) organizations only).

Complete if the organization answered "Yes" on Form 990, Part IV, line 25a or 25b, or Form 990-EZ, Part V, line 40b.

[illegible]

**2** Enter the amount of tax incurred by the organization managers or disqualified persons during the year under section 4958

**3** Enter the amount of tax, if any, on line 2, above, reimbursed by the organization

<b>Part II</b>	<b>Loans to and/or From Interested Persons.</b>
----------------	---

Complete if the organization answered "Yes" on Form 990-EZ, Part V, line 38a or Form 990, Part IV, line 26; or if the organization reported an amount on Form 990, Part X, line 5, 6, or 22.

[illegible]

**Total** .....

Part III	Grants or Assistance Benefiting Interested Persons.
----------	---

Complete if the organization answered "Yes" on Form 990, Part IV, line 27.

[illegible]

## GLOBAL BUSINESS TRAVEL ASSOCIATION

Schedule L (Form 990 or 990-EZ) 2017 (GBTA), INC.

23-7058143 Page 2

**Part IV Business Transactions Involving Interested Persons.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 28a, 28b, or 28c.

(a) Name of interested person	(b) Relationship between interested person and the organization	(c) Amount of transaction	(d) Description of transaction	(e) Sharing of organization's revenues?	
				Yes	No
SCOTT SOLOMBRINO, CHIEF EXECUTIVE OFFICER	BOARD MEMBER	67,200.	EXPENSE - CAR SERVICE FOR BOARD OF DIRECTORS & EXECUTIVE DIRECTOR		X
SCOTT SOLOMBRINO, CHIEF EXECUTIVE OFFICER	BOARD MEMBER	116,200.	REVENUE FOR EVENTS		X
PAUL TILSTONE, MANAGING PARTNER	GBTA BOARD MEMBER	24,655.	EXPENSE - SPEAKER/INSTRUCTOR FEES		X
PAUL TILSTONE, MANAGING PARTNER	GBTA BOARD MEMBER	29,440.	REVENUE FOR EVENTS		X

**Part V Supplemental Information**

Provide additional information for responses to questions on Schedule L (see instructions).

SCH L, PART IV, BUSINESS TRANSACTIONS INVOLVING INTERESTED PERSONS:

(A) NAME OF INTERESTED PERSON:

SCOTT SOLOMBRINO, CHIEF EXECUTIVE OFFICER DAV EL/BOSTON COACH

(B) RELATIONSHIP BETWEEN INTERESTED PERSON AND ORGANIZATION:

BOARD MEMBER

(C) AMOUNT OF TRANSACTION \$ 67,200.

(D) DESCRIPTION OF TRANSACTION: EXPENSE - CAR SERVICE FOR BOARD OF DIRECTORS &amp; EXECUTIVE DIRECTOR

(E) SHARING OF ORGANIZATION REVENUES? = NO

(A) NAME OF INTERESTED PERSON:

SCOTT SOLOMBRINO, CHIEF EXECUTIVE OFFICER DAV EL/BOSTON COACH

(B) RELATIONSHIP BETWEEN INTERESTED PERSON AND ORGANIZATION:

BOARD MEMBER

(C) AMOUNT OF TRANSACTION \$ 116,200.

(D) DESCRIPTION OF TRANSACTION: REVENUE FOR EVENTS

(E) SHARING OF ORGANIZATION REVENUES? = NO

(A) NAME OF PERSON: PAUL TILSTONE, MANAGING PARTNER FESTIVE ROAD

(D) DESCRIPTION OF TRANSACTION: EXPENSE - SPEAKER/INSTRUCTOR FEES

Schedule L (Form 990 or 990-EZ) 2017



GLOBAL BUSINESS TRAVEL ASSOCIATION  
(GBTA), INC.

Schedule L (Form 990 or 990-EZ)

23-7058143 Page 2

**Part V** Supplemental Information

Complete this part to provide additional information for responses to questions on Schedule L (see instructions).

(A) NAME OF PERSON: PAUL TILSTONE, MANAGING PARTNER FESTIVE ROAD

(D) DESCRIPTION OF TRANSACTION: REVENUE FOR EVENTS

**SCHEDULE O**  
**(Form 990 or 990-EZ)**

Department of the Treasury  
Internal Revenue Service

**Supplemental Information to Form 990 or 990-EZ**

Complete to provide information for responses to specific questions on  
Form 990 or 990-EZ or to provide any additional information.  
▶ Attach to Form 990 or 990-EZ.

▶ Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for the latest information.

OMB No. 1545-0047

**2017**

Open to Public  
Inspection

Name of the organization

GLOBAL BUSINESS TRAVEL ASSOCIATION  
(GBTA), INC.

Employer identification number  
23-7058143

FORM 990, PART III, LINE 1, DESCRIPTION OF ORGANIZATION MISSION:

DELIVERED ON DEMAND.

FORM 990, PART V, LINE 4B, LIST OF FOREIGN COUNTRIES:

AUSTRALIA, CANADA, MEXICO, UNITED KINGDOM,

HONG KONG, BRAZIL

FORM 990, PART VI, SECTION A, LINE 1:

WHEN THE FULL BOARD OF DIRECTORS IS NOT IN SESSION, THE ASSOCIATION'S  
EXECUTIVE COMMITTEE HAS THE AUTHORITY TO ACT ON BEHALF OF THE BOARD, AFTER  
WHICH SUCH ACTION, THE COMMITTEE MUST NOTIFY THE FULL BOD WITHIN 10 DAYS.  
THE EXECUTIVE COMMITTEE IS COMPRISED OF THE PRESIDENT, VICE PRESIDENT, THE  
EXECUTIVE DIRECTOR (NON-VOTING), THE IMMEDIATE PAST PRESIDENT OF THE  
ASSOCIATION AND TWO AT-LARGE DIRECTORS ELECTED BY THE BOD, ALL OF WHOM ALSO  
SERVE ON THE BOARD OF DIRECTOR.

FORM 990, PART VI, SECTION A, LINE 6:

THERE ARE 7 CLASSES OF MEMBERS: DIRECT, ALLIED, INDIRECT, PRESS, ACADEMIC,  
HONORARY, AND RETIRED.

FORM 990, PART VI, SECTION A, LINE 7A:

EACH DIRECT MEMBER SHALL HAVE ONE VOTE IN ALL MATTERS TO BE VOTED ON BY THE  
MEMBERS. EACH ALLIED MEMBER SHALL HAVE ONE VOTE TO ELECT THE 2 ALLIED  
MEMBERS TO THE BOARD OF DIRECTORS AND TO VOTE ON MATTERS REFERRED BY THE  
COUNCIL OF ALLIED LEADERSHIP.

Name of the organization GLOBAL BUSINESS TRAVEL ASSOCIATION  
(GBTA), INC.

Employer identification number  
23-7058143

FORM 990, PART VI, SECTION A, LINE 7A:

THERE ARE 2 CLASSES OF MEMBERS WITH VOTING RIGHTS: DIRECT AND ALLIED MEMBERS.

FORM 990, PART VI, SECTION A, LINE 7B:

THE BOARD MAY DESIGNATE AND APPOINT ONE OR COMMITTEES OF THE BOARD, WHICH WILL HAVE AND EXERCISE AUTHORITY OF THE BOARD IN THE MANAGEMENT OF THE ASSOCIATION.

FORM 990, PART VI, SECTION A, LINE 7B:

EACH DIRECT MEMBER SHALL HAVE 1 VOTE IN ALL MATTERS TO BE VOTED ON BY THE MEMBERS; EACH ALLIED MEMBER SHALL HAVE 1 VOTE TO ELECT THE 2 ALLIED MEMBERS TO THE BOARD OF DIRECTORS AND TO VOTE ON MATTERS REFERRED BY THE COUNCIL OF ALLIED LEADERSHIP. IN ADDITION, THE BYLAWS MAY BE ALTERED, AMENDED OR REPEALED, OR NEW BYLAWS MAY BE ADOPTED BY 2/3 VOTE OF A QUORUM OF DIRECT MEMBERS.

FORM 990, PART VI, SECTION A, LINE 8B:

THE EXECUTIVE COMMITTEE DID NOT MEET SEPARATELY FROM THE BOARD. THE AUDIT AND INVESTMENT COMMITTEE REPORTED VERBALLY ITS ACTIONS TO THE BOARD.

FORM 990, PART VI, SECTION B, LINE 11B:

THE FORM 990 IS PREPARED BY THE ORGANIZATION'S OUTSIDE PUBLIC ACCOUNTING FIRM BASED ON DATA AND INPUT FROM THE ORGANIZATION. ONCE THE PREPARATION IS COMPLETE, THE ORGANIZATION'S CFO AND OTHER MANAGEMENT OFFICIALS REVIEW THE DOCUMENT BEFORE THE RETURN IS DEEMED TO BE ACCURATE AND COMPLETE. THE RETURN IS THEN MADE AVAILABLE TO THE BOARD OF DIRECTOR'S PRIOR TO FILING.

Name of the organization **GLOBAL BUSINESS TRAVEL ASSOCIATION  
(GBTA), INC.**

Employer identification number  
**23-7058143**

FORM 990, PART VI, SECTION B, LINE 12C:

THE ORGANIZATION HAS A CONFLICT OF INTEREST POLICY COVERING MEMBERS OF THE BOARD OF DIRECTORS, OFFICERS, THE EXECUTIVE DIRECTOR, A COMMITTEE CHAIRPERSON OR COMMITTEE MEMBER, A MEMBER OF ANY COUNCIL OR "KEY EMPLOYEES" AS DEFINED IN THE ORGANIZATION'S COMPENSATION POLICY. KEY EMPLOYEES AS DEFINED BY IRS REGULATIONS ARE ALSO COVERED UNDER THE POLICY.

DETERMINATION OF WHETHER A CONFLICT OF INTEREST DOES EXIST OCCURS AT THE BOARD OF DIRECTOR LEVEL. IF THE BOARD IDENTIFIES AN ACTUAL, POTENTIAL, OR APPARENT CONFLICT OF INTEREST, IT MAY TAKE ONE OF THE FOLLOWING ACTIONS TO RESOLVE SUCH CONFLICT:

(1) WAIVE THE CONFLICT OF INTEREST AS UNLIKELY TO AFFECT THE COVERED INDIVIDUAL'S ABILITY TO ACT IN THE BEST INTERESTS OF GBTA;

(2) DETERMINE THAT THE COVERED INDIVIDUAL SHOULD BE RECUSED FROM ALL DELIBERATION AND DECISION-MAKING RELATED TO THE PARTICULAR TRANSACTION OR RELATIONSHIP THAT GIVES RISE TO THE CONFLICT OF INTEREST; OR

(3) DETERMINE THAT THE COVERED INDIVIDUAL MUST RESIGN FROM HIS OR HER SERVICE TO GBTA.

IF THE BOARD APPROVES THE BUSINESS RELATIONSHIP UNDER CONSIDERATION, THE COVERED INDIVIDUAL MAY NOT PARTICIPATE IN ANY PROCESS BY WHICH HIS OR HER PERFORMANCE AS A VENDOR, GRANTEE, OR RECIPIENT IS EVALUATED, OR IN ANY SUCH EVALUATION OF A RELATED PARTY.

FORM 990, PART VI, SECTION B, LINE 15:

FOR THE TOP MANAGEMENT OFFICIAL'S SALARY, THE BOARD RECEIVES INPUT FROM THE PRESIDENT AND SELECT STAFF REGARDING THE EXECUTIVE DIRECTORS' PERFORMANCE.

Name of the organization **GLOBAL BUSINESS TRAVEL ASSOCIATION  
(GBTA), INC.**

Employer identification number  
**23-7058143**

THE BOARD REVIEWS THIS INFORMATION, THE EXECUTIVE DIRECTORS' PERFORMANCE AGAINST OBJECTIVE CRITERIA AND USES OUTSIDE COMPARATIVE DATA IN DETERMINING COMPENSATION. THE BOARD ALSO CONSULTS WITH A THIRD PARTY CONSULTING FIRM WHICH SPECIALIZES IN EXECUTIVE COMPENSATION. THIS FIRM PROVIDES CURRENT MARKETPLACE BENCHMARKING DATA AND RECOMMENDATIONS. THIS WAS MOST RECENTLY DONE DURING 2017.

FOR OTHER KEY EMPLOYEES, THE ORGANIZATION USES COMPARATIVE DATA PROVIDED BY AN INDEPENDENT CONSULTANT TO DETERMINE SALARY RECOMMENDATIONS, WHICH ARE THEN APPROVED BY TOP MEMBERS OF MANAGEMENT. THIS WAS MOST RECENTLY DONE DURING 2017.

FORM 990, PART VI, SECTION C, LINE 19:

THE ORGANIZATION'S GOVERNING DOCUMENTS, CONFLICT OF INTEREST POLICY AND FINANCIAL STATEMENTS ARE AVAILABLE UPON REQUEST.

**Part I Identification of Disregarded Entities.** Complete if the organization answered "Yes" on Form 990, Part IV, line 33.

(a) Name, address, and EIN (if applicable) of disregarded entity	(b) Primary activity	(c) Legal domicile (state or foreign country)	(d) Total income	(e) End-of-year assets	(f) Direct controlling entity
GLOBAL BUSINESS TRAVEL LA LLC - 23-7058143					
123 N PITT STREET					
ALEXANDRIA, VA 22314	EDUCATION	VIRGINIA	0.	0.	GLOBAL BUSINESS TRAVEL ASSOCIATION (GBTA), INC.
GBTA EUROPE LIMITED					
ST MARYS COURT, THE BROADWAY, AMERSHAM, BUCK					
UNITED KINGDOM HP 70UT	EDUCATION & CONFERENCES	UNITED KINGDOM	2,370,782.	1,909,836.	GLOBAL BUSINESS TRAVEL ASSOCIATION (GBTA), INC.
NATIONAL BUSINESS TRAVEL ASSOCIATION (ASIA PACIFIC) LIMITED, PO BOX 424, BEROWRA, NSW					
2081, AUSTRALIA	EDUCATION & CONFERENCES	AUSTRALIA	719.	2,827.	GLOBAL BUSINESS TRAVEL ASSOCIATION (GBTA), INC.
GBTA ASIA CO LTD					
98 SATHON SQUARE OFFICE TOWER, 37TH FLR, N S					
BANGKOK, THAILAND 10500	EDUCATION & CONFERENCES	THAILAND	0.	0.	GLOBAL BUSINESS TRAVEL ASSOCIATION (GBTA), INC.

**Part II** Identification of Related Tax-Exempt Organizations. Complete if the organization answered "Yes" on Form 990, Part IV, line 34, because it had one or more related tax-exempt organizations during the tax year.

[illegible]

**For Paperwork Reduction Act Notice, see the Instructions for Form 990.**

Schedule R (Form 990) 2017

SEE PART VII FOR CONTINUATIONS

732221  
04-01-17

**GLOBAL BUSINESS TRAVEL ASSOCIATION**

23-7058143 Page 2

Schedule R (Form 990) 2017

**Part III Identification of Related Organizations Taxable as a Partnership.** Complete if the organization answered "Yes" on Form 990, Part IV, line 34, because it had one or more related organizations treated as a partnership during the tax year.

(a) Name, address, and EIN of related organization	(b) Primary activity	(c) Legal domicile (state or foreign country)	(d) Direct controlling entity	(e) Predominant income (related, unrelated, excluded from tax under sections 512-514)	(f) Share of total income	(g) Share of end-of-year assets	(h) Disproportionate allocations?		(i) Code V-UBI amount in box 20 of Schedule K-1 (Form 1065)	(j) General or managing partner?		(k) Percentage ownership
							Yes	No		Yes	No	
GLOBAL MEETINGS VENTURE LLC			GLOBAL BUSINESS TRAVEL ASSOCIATION									
123 NORTH PITT ST.												
ALEXANDRIA, VA 22314	EDUCATION	VA		RELATED	0.	0.		X	N/A	X		50.00%
GBTA EUROPE PARTNERSHIP			GLOBAL BUSINESS TRAVEL ASSOCIATION									
LIMITED, ST MARYS COURT, THE												
BROADWAY, AMERSHAM, BUCKS,		UNITED KINGDOM		RELATED	0.	0.		X	N/A	X		
UNITED KINGDOM HP 70UT	EDUCATION											

**Part IV Identification of Related Organizations Taxable as a Corporation or Trust.** Complete if the organization answered "Yes" on Form 990, Part IV, line 34, because it had one or more related organizations treated as a corporation or trust during the tax year.

(a) Name, address, and EIN of related organization	(b) Primary activity	(c) Legal domicile (state or foreign country)	(d) Direct controlling entity	(e) Type of entity (C corp, S corp, or trust)	(f) Share of total income	(g) Share of end-of-year assets	(h) Percentage ownership	(i) Section 512(b)(13) controlled entity?	
								Yes	No
NATIONAL BUSINESS TRAVEL ASSOCIATION CANADA, INC., 105-150 CROWFOOT CRES NW, CALGARY, CANADA	EDUCATION & CONFERENCES	CANADA	GLOBAL BUSINESS TRAVEL		799,870.	640,843.	100.00%		X
GLOBAL BUSINESS TRAVEL ASSOCIATION, INC.									
123 N PITT STREET									
ALEXANDRIA, VA 22314	ASSOCIATION	VA			0.	0.			X
GBTA, INC.									
123 N PITT STREET									
ALEXANDRIA, VA 22314	ASSOCIATION	VA			0.	0.			X
NBTA, INC.									
123 N PITT STREET									
ALEXANDRIA, VA 22314	ASSOCIATION	VA			0.	0.			X
NATIONAL BUSINESS TRAVEL ASSOCIATION, INC.									
123 N PITT STREET									
ALEXANDRIA, VA 22314	ASSOCIATION	VA			0.	0.			X

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SEE PART VII FOR CONTINUATIONS

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**Part IV**

**Continuation of Identification of Related Organizations Taxable as a Corporation or Trust**

[illegible]

**GLOBAL BUSINESS TRAVEL ASSOCIATION  
(GBTA), INC.**

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**Part V Transactions With Related Organizations.** Complete if the organization answered "Yes" on Form 990, Part IV, line 34, 35b, or 36.

**Note:** Complete line 1 if any entity is listed in Parts II, III, or IV of this schedule.

**1** During the tax year, did the organization engage in any of the following transactions with one or more related organizations listed in Parts II-IV?

**a** Receipt of (i) interest, (ii) annuities, (iii) royalties, or (iv) rent from a controlled entity

**b** Gift, grant, or capital contribution to related organization(s)

**c** Gift, grant, or capital contribution from related organization(s)

**d** Loans or loan guarantees to or for related organization(s)

**e** Loans or loan guarantees by related organization(s)

**f** Dividends from related organization(s)

**g** Sale of assets to related organization(s)

**h** Purchase of assets from related organization(s)

**i** Exchange of assets with related organization(s)

**j** Lease of facilities, equipment, or other assets to related organization(s)

**k** Lease of facilities, equipment, or other assets from related organization(s)

**l** Performance of services or membership or fundraising solicitations for related organization(s)

**m** Performance of services or membership or fundraising solicitations by related organization(s)

**n** Sharing of facilities, equipment, mailing lists, or other assets with related organization(s)

**o** Sharing of paid employees with related organization(s)

**p** Reimbursement paid to related organization(s) for expenses

**q** Reimbursement paid by related organization(s) for expenses

**r** Other transfer of cash or property to related organization(s)

**s** Other transfer of cash or property from related organization(s)

**2** If the answer to any of the above is "Yes," see the instructions for information on who must complete this line, including covered relationships and transaction thresholds.

(a) Name of related organization	(b) Transaction type (a-s)	(c) Amount involved	(d) Method of determining amount involved
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(1) GBTA FOUNDATION

B

100,000

ACTUAL COST

(2) GBTA FOUNDATION

O

415,969

ACTUAL COST

(3) GBTA FOUNDATION

Q

617,491

ACTUAL COST

(4)

(5)

(6)

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Provide the following information for each entity taxed as a partnership through which the organization conducted more than five percent of its activities (measured by total assets or gross revenue) that was not a related organization. See instructions regarding exclusion for certain investment partnerships.

[illegible]

GLOBAL BUSINESS TRAVEL ASSOCIATION  
(GBTA), INC.

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**Part VII** Supplemental Information.

Provide additional information for responses to questions on Schedule R. See instructions.

**PART I, IDENTIFICATION OF DISREGARDED ENTITIES:**

**NAME AND ADDRESS OF DISREGARDED ENTITY:**

NATIONAL BUSINESS TRAVEL ASSOCIATION - MEXICO

GRAL PABLO DE LA GARZA 35 COL HEROES DE LA REVOLUCION

, NAUCALPAN, MEXICO CP53840

**PART III, IDENTIFICATION OF RELATED ORGANIZATIONS TAXABLE AS PARTNERSHIP:**

**NAME OF RELATED ORGANIZATION:**

GLOBAL MEETINGS VENTURE LLC

DIRECT CONTROLLING ENTITY: GLOBAL BUSINESS TRAVEL ASSOCIATION (GBTA), INC.

**NAME OF RELATED ORGANIZATION:**

GBTA EUROPE PARTNERSHIP LIMITED

DIRECT CONTROLLING ENTITY: GLOBAL BUSINESS TRAVEL ASSOCIATION (GBTA), INC.

**PART IV, IDENTIFICATION OF RELATED ORGANIZATIONS TAXABLE AS CORP OR TRUST:**

**NAME OF RELATED ORGANIZATION:**

NATIONAL BUSINESS TRAVEL ASSOCIATION CANADA, INC.

DIRECT CONTROLLING ENTITY: GLOBAL BUSINESS TRAVEL ASSOCIATION, INC.