

Travel Information for organisation website

This toolkit offers an easy-to-use template for you to populate and upload onto your organisation web pages. The information below has been written so that all you need to do is add your site-specific information (the sections in italics are for you to amend). This information is intended for your public pages – see our toolkit for a separate version for staff.

Why include travel information on company web pages?

By including travel information on your company web pages, you are providing transport information for visitors and customers that can help reduce parking congestion and improve accessibility.

Template website content

[Enter name of organisation] is committed to sustainability, including how we travel. We are keen to encourage all staff, visitors and customers to consider how they travel to us and to travel sustainably wherever possible. [Do you have a travel plan? If so, give details here.]

The information below will assist you with your choices.

Where are we?

Our address is: [Enter your full address]

[Include a map where possible, highlighting the location of your travel facilities – e.g. bus stop, cycle parking, car sharing bays etc.]

Walking

We are in easy walking distance of the town centre, bus stops and train stations [delete as appropriate]. You can use Google maps to plan a walking route from door-to-door.

[Exeter only:]

Download the [Exeter walking map](#) to help you plan your journey. These maps are also available from the Civic Centre or Tourist Information Centre in Exeter.

Cycling

Download a local cycling map from the [Travel Devon website](#), visit the [Devon interactive cycle map](#) or plan a cycling route using the [Cycle Streets](#) website who also have a mobile app.

Our cycle parking is located [enter details, link to a map where possible], and there are showers and lockers available [give details or amend as necessary].

Bus travel

*[Be as descriptive as possible to highlight your local bus services – **Example:** Services X, Y and Z operate from Exeter High Street to Honiton Road every 20 minutes. Include a map of the bus stop locations in relation to your organisation.]*

Park & Ride

If you are travelling into Exeter, [Park & Ride sites](#) offers a convenient alternative to driving into town and trying to find somewhere to park.

Train travel

For train times, ticket prices and general information, visit [National Rail website](#).

Car sharing

Car sharing can be a great way to save money on fuel and parking, as well as enjoying the social aspects of travelling with friends or colleagues. Why not use car sharing to travel to a business meeting – and network at the same time! You can register regular or one-off business and leisure journeys on [Carshare Devon](#).

[If you have designated car sharing parking bays, mention here.]

Car parking

[It's important to list car parking options last, to encourage people to look at other options. If parking on site is difficult then say so here. Visitors may be more willing to look at alternatives if they know in advance that they may be unlikely to find a parking space. If you charge for visitor parking, include this information too.]

For more information on questions relating to travel, contact [enter details of relevant person e.g. reception staff].

Further support

Want to encourage smarter travel to work at your organisation? Businesses in Exeter, Barnstaple and Newton Abbot are eligible for free business support to start travel planning, including support offers for individual members of staff. Email traveldevon@devon.gov.uk to find out more.

Please note: When following our toolkits, please also refer to the [government guidance for safer travel](#).

This page was last updated November 2020.

URLs

- Exeter walking map: <https://www.traveldevon.info/walk/where-to-walk/>
- Travel Devon website – Cycle maps: <https://www.traveldevon.info/cycle/cycle-routes/cycle-maps/>
- Devon interactive cycle map: <https://fourpointmapping.sustrans.org.uk/devoncyclemap/devon.html>
- Exeter Park and Ride sites: <https://www.devon.gov.uk/roadsandtransport/parking/park-and-ride/>
- National Rail website: <http://www.nationalrail.co.uk/>
- Carshare Devon website: <http://www.carsharedevon.com/>