

To: Lesley Groff [REDACTED]
From: jeffrey E.
Sent: Tue 7/15/2014 3:01:18 PM
Subject: Re: Flight for John Christensen on HOLD until tonight only

ok

On Tue, Jul 15, 2014 at 10:36 AM, Lesley Groff [REDACTED] wrote:

Please see below flight on HOLD for John Christensen to go to NY this Friday. \$220.50 non refundable. \$200 change fee. ticket will expire tonight. Please advise if I should purchase this ticket.

Begin forwarded message:

From: "American Express Travel"
[REDACTED]
Subject: Travel arrangements for JOHN CHRISTENSEN traveling on 07/18/2014
Date: July 15, 2014 at 10:22:56 AM EDT
To: [REDACTED]

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Your travel arrangements are outlined below in the email. Please refer to attached PDF attachment and itinerary for more details regarding your travel arrangements. Your Centurion Travel Service travel plans have been posted to a secure website. Please click on the link to view your trip details:
<https://www.aeairweb.com/Mytravelarrangements/index.jsp>

If airline tickets are purchased for this itinerary:
Airline Baggage Fee/Rules may apply and can be accessed by visiting:
<https://www.aeairweb.com/Mytravelarrangements/AirlineBaggagePolicies.jsp>

First time user? Refer to instructions when accessing the above website. Enter your email address and temporary password to gain access to the website. You will receive your temporary password in a separate email.

THIS ITINERARY IS A RESERVATION ONLY.
This reservation will not be ticketed or price guaranteed until ticketing authorization is received. Please contact your travel office by 11:59 PM on July 15,

or this entire reservation will automatically cancel.

Record Locator: KRCUNY
Traveler: JOHN CHRISTENSEN

Flight Information:

Reserved: AMERICAN AIRLINES 1074
Class: Economy
Seats: Unassigned
Departs: St Thomas, VIRGIN ISLANDS - STT
Date: Jul 18, 2014 Time: 1:35 PM
Arrives: New York JFK, NY - JFK
Date: Jul 18, 2014 Time: 6:00 PM

Airline Confirmation Numbers:

AMERICAN AIRLINES KRCUNY

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See attached itinerary PDF or link for full terms and conditions.

PDF itinerary attachment:

If you are unable to view the PDF attachment, ensure you have Adobe Acrobat Reader. Refer to website below to download and install this free software.

<http://www.adobe.com/products/acrobat/readstep.html>

Thank you for choosing American Express Centurion Travel Service and have a pleasant trip.

Please be advised that certain mandatory hotel-imposed charges, including, but not limited to, daily resort or facility fees, may be applicable to your stay and payable to the

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California State Seller of Travel Registration Number: 1022318-10. Washington State Seller of Travel Registration Number: UBI#600469694. Rhode Island Registration Number: ML#1192; Nevada Seller of Travel Registration No.: NV#2001-0126; Iowa: TA# 002 Registered Iowa Travel Agency.

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please note

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