

To: [REDACTED]
From: ~~Lesley Groff~~
Sent: Tue 10/3/2017 9:05:42 PM
Subject: Re: Question...

I am told you have authority to book travel! Our rep is still Natasha, however she does not work weekends...you must call and speak to whoever answers...

- Amex phone number: [REDACTED]
- Amex number [REDACTED]
- You verify yourself with the last 4 digits of your Social Security #
- If you are changing a ticket it is best to give the representative the Record Locator at the beginning of the conversation. They can pull up the ticket immediately and get going with option changes.

On Oct 3, 2017, at 12:03 PM, [REDACTED] wrote:

Hi ~~Les,~~

I am not 100 sure - I used to have the account info but I know that the card was changed more than a year ago and I never got the new info as I was no longer traveling with JE! I think if I have the flights info and the account details I can make the changes if necessary- so that you won't have to worry on the 14th! Maybe you could double check with Amex so be safe? Thank you!

On Tue, Oct 3, 2017 at 10:31 AM ~~Lesley Groff~~ [REDACTED] wrote:

Quick question...is it possible for you to book flights also? Do you have authorization? I only ask because we are issuing all these tickets and we have lots of moving parts for Paris again...I have my parents flying in next Thursday from TX and I am hosting an 80 person party Sat. Oct. 14th (its my birthday ;)...)I will be very busy and I am concerned about changing flights (like we did last time! yikes)...

The one day I will really be consumed is Sat. Oct. 14 (but Sun Oct. 15 is a busy day for us as well-I could be in bad cell coverage from 10:30am on)...I worry and am just trying to plan ahead...I don't want to drop the ball...

Please let me know...thanks, ~~Lesley~~