

**To:** jeffrey E.[jeevacation@gmail.com]  
**From:** Lesley Groff  
**Sent:** Sun 10/15/2017 6:06:00 PM  
**Subject:** Re: [REDACTED] hotel room needs to be paid for...

Thank you!!!!

Sent from my iPhone

On Oct 15, 2017, at 2:00 PM, jeffrey E. <jeevacation@gmail.com> wrote:

ok

On Sun, Oct 15, 2017 at 7:59 PM, Lesley Groff <[REDACTED]> wrote:

We need to fill out a credit card authorization form to pay for [REDACTED] hotel room Monday Oct. 16th...the department that sends the CC authorization forms is not open until tomorrow morning at 9am Moscow time. I am hoping [REDACTED] (or could [REDACTED]) call the hotel at 9am Moscow time tomorrow, get the CC form, fill it out, sign and send back to them? [REDACTED] says she does not have a CC she can check in with herself. Her flight will arrive Moscow at 7:25am (Aeroflot [REDACTED])

I would really like to know this can be taken care of...

The room is reserved under [REDACTED] [REDACTED] name. The Amex Record Locator is [REDACTED]

#### Hotel Infor mati on

Hotel	<b>PARK INN BY RD SADU MOSCOW</b>
Address	<u>17 Bolshaya Polyanka MOSCOW RU 119180</u>
Telephone	[REDACTED]
Check In Date	Mon 16 Oct 2017
Check Out Date	Tue 17 Oct 2017
Confirmation Number	[REDACTED]
Base Rate	RUB 11300 / per night May be subject to local taxes, service charges, and daily resort fees if applicable
Cancellation Policy	Cancel By 6 Pm Day Of Arrival
<b>Confirmed</b>	

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please note

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