

To: Lesley Groff [REDACTED]
From: jeffrey E.
Sent: Wed 12/13/2017 9:19:25 PM
Subject: Re: OK to Purchase Ticket for [REDACTED] to NY tomorrow? [REDACTED]

Ok

On Wed, Dec 13, 2017 at 2:44 PM Lesley Groff <[REDACTED]> wrote:

Below ticket on HOLD for [REDACTED] to come to NY tomorrow...OK to issue? (\$651.16)

Begin forwarded message:

From: "American Express Travel" <[REDACTED]>
Subject: Itinerary for [REDACTED] / [REDACTED] 14DEC17 [REDACTED]
Date: December 13, 2017 at 2:21:02 PM EST
To: [REDACTED]

DO NOT REPLY TO THIS EMAIL. This message was sent from a notification only address that cannot accept incoming messages. If you have any questions, please contact Centurion Travel Service at 1-[REDACTED].

If airline tickets are purchased for this itinerary:
Airline Baggage Fee/Rules may apply and can be accessed by visiting:
<https://myamextravel.com/baggage>

Your travel arrangements are outlined below in the email. Please refer to the 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 and add link to your bookmarked favorites for easy access in the future:

View your Trips

**American Express Travel [REDACTED]
Record Locator**

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 December 13, or this entire reservation will automatically cancel.

Thursday 14 Dec 17

Other Information

CITIZENS OF FRANCE MUST CARRY A VALID PASSPORT

Flight Information

Date	14 Dec 2017
Airline	Norwegian Air Shuttle
Airline Record Locator	[REDACTED]
Flight/Class	DY 7019 A Economy Class
Origin	Paris, Charles De Gaulle
Destination	New York, John F Kennedy International
Departing	06:35 PM
Arriving	09:00 PM
Departure Terminal	Terminal 1
Arrival Terminal	Terminal 1
Estimated Time	8 Hrs 25 Mins
Stops	Non-stop
Confirmed	

Entry and Exit Information for Travel

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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 hotel operator at check-out from the property. You may wish to inquire with the hotel before your trip regarding the existence and amount of such charges.

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California State Seller of Travel Registration Number: 1022318. Washington State Seller of Travel Registration Number: UBI#600469694. Iowa: TA# 669 Registered Iowa Travel Agency.

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please note

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