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**From:** Lesley Groff <[REDACTED]>  
**Sent:** Thursday, September 19, 2013 3:32 PM  
**To:** Epstein Jeffrey  
**Subject:** Ticket for [REDACTED] on HOLD  
**Attachments:** Airmail.pdf; Untitled attachment 00019.htm

Below =ticket on hold for [REDACTED]...she requested the outbound flight... =nbsp;Total non refundable ticket is \$1202.50  
=oach.

OK to purchase this ticket for [REDACTED]?

Begin forwarded message:

From: "American Express =ravel" <AmericanExpressTravel@t=ondent.com>  
Subject: Travel arrangements for [REDACTED] =raveling on 09/28/2013  
Date: September 19, 2013 10:46:26 AM =DT  
To: [REDACTED]  
</=iv>

DO NOT REPLY TO THIS EMAIL. This message was =ent from a notification only address that cannot accept incoming =essages. If you have any questions, please contact Centurion =ravel Service at 1-877-877-0987.

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

If airline =ickets are purchased for this itinerary:  
Airline Baggage Fee/Rules =ay apply and can be accessed by visiting:  
<https://www.aeairweb.com/Mytravelarrangements/AirlineBaggagePolici=s.jsp>

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

THIS ITINERARY IS A =ESERVATION ONLY.  
This reservation will not be ticketed or =rice guaranteed until ticketing authorization is =eceived. Please contact your travel office by 11:00 PM on September 21, =nbsp;or this entire reservation will automatically =ancel.

Record Locator: [REDACTED]

Travel [REDACTED]

Flight Information:

Reserved: SWISS INTERNATIONAL 19  
Class: Economy  
Seats: [REDACTED]  
Departs: Newark, NJ - EWR  
Date: Sep =8,2013 =nbsp;      &n=sp;      Time: 9:55 PM  
=nbsp; Arrives: Zurich, SWITZERLAND - ZRH  
Date: Sep =9,2013 =nbsp;      &n=sp;      Time: 11:35 AM

Flight =nformation:

Reserved: SWISS INTERNATIONAL 16  
=nbsp; Class: Economy  
Seats: [REDACTED]  
=nbsp; Departs: Zurich, SWITZERLAND - ZRH  
Date: Oct =4,2013 =nbsp;      &n=sp;      Time: 9:50 AM  
=nbsp; Arrives: New York JFK, NY - JFK  
Date: Oct =4,2013 =nbsp;      &n=sp;      Time: 12:35 PM

Airline =onfirmation Numbers:

SWISS INTERNATIONAL =nbsp; [REDACTED]

NEED =ASSPORT OR VISA SERVICES?

As a service to our customers, =merican Express has partnered with VisaCentral for visa and passport =ervices.

To learn what documents may be required for your =nternational destination, or to obtain visa or passport services, go to =<http://visacentral.com/amex> to access the online services of VisaCentral =nd to receive discounted rates on travel document services. To contact =isaCentral by phone, call 866-529-6553.

You may receive =ustomer service emails even if you have requested not to receive email =arketing offers from American Express. For details about our e-mail =ractices, please review the American Express Privacy Statement at =<http://www.americanexpress.com/privacy>.

See attached itinerary =DF or link for full terms and conditions.

PDF itinerary =ttachment:

If you are unable to view the PDF attachment, ensure you =ave Adobe Acrobat Reader. Refer to website below to download and =nstall this free software. =br>

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

Thank =ou for choosing American Express Centurion Travel Service and have a =leasant trip.

Please be advised that certain mandatory =otel-imposed charges, including, but not limited to, daily resort or =acility fees, may be applicable to your stay and payable to the hotel =perator at check-out from the property. You may wish to inquire =ith the hotel before your trip regarding the existence and amount of =uch charges.

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