

**From:** Lesley Groff <[REDACTED]>  
**To:** [REDACTED] <[REDACTED]>  
**Subject:** Re: Itinerary for [REDACTED] 22OCT16 QJHMKG  
**Date:** Wed, 05 Oct 2016 17:16:08 +0000

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yes please...that would be super!

On Oct 5, 2016, at 1:15 PM, [REDACTED] <[REDACTED]> wrote:

Hi Lesley,

perfect! Thank you so much, I have JE CC and my gold CC I use when purchase things on the behalf of Je which one do you think I should use? should I ask Bella?

On Wed, Oct 5, 2016 at 11:19 AM, Lesley Groff <[REDACTED]> wrote:

Here is your hotel reservation for Oct 22nd...do you have your own CC that you can pay with and then get reimbursed?

Begin forwarded message:

**From:** "American Express Travel" <[REDACTED]>  
**Subject:** Itinerary for [REDACTED] 22OCT16 QJHMKG  
**Date:** October 5, 2016 at 11:18:17 AM EDT  
**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 [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 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 and add link to your bookmarked favorites for easy access in the future:

[View your Digital Itinerary](#)

**American Express Travel** QJHMKG  
**Record Locator**

**Saturday 22 Oct 16**

## Hotel Information

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Hotel	<b>HYATT PLACE DC GEORGETOWN WEST</b>
Address	2121 M Street Nw WASHINGTON DC 20037
Telephone	██████████
Check In Date	Sat 22 Oct 2016
Check Out Date	Sun 23 Oct 2016
Confirmation Number	HY0027909690
Base Rate	USD 249.00 / per night, may be subject to local taxes and service charges
Cancellation Policy	Cancel 24 Hours Prior To Arrival

**Confirmed**

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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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