

From: Soura, Christian
To: Harvard Travel Center (Boston) <Harvard.TravelCenter@bcdtravel.com>
'elizabeth_steffen@hks.harvard.edu' <elizabeth_steffen@hks.harvard.edu>
Date: 10/21/2013 2:11:03 PM
Subject: RE: SOURA/CHRISTIAN LANSING//need the "web voucher" and the approval

OK to issue. Thanks.

CLS

Christian L. Soura
Deputy Chief of Staff

(803) 543-0792
ChristianSoura@gov.sc.gov

From: Harvard Travel Center (Boston) [mailto:Harvard.TravelCenter@bcdtravel.com]
Sent: Monday, October 21, 2013 12:34 PM
To: 'elizabeth_steffen@hks.harvard.edu'
Cc: Soura, Christian
Subject: SOURA/CHRISTIAN LANSING//need the "web voucher" and the approval

Sonia Dawson

Senior Corporate Travel Agent | BCD Travel
www.bcdtravel.com | [@bcdtravel](https://twitter.com/bcdtravel) | [LinkedIn](https://www.linkedin.com/company/bcdtravel)

SALES PERSON: 57 ITINERARYDATE: 21 OCT 13
CUSTOMER NBR: 6082069106 ULQVURPAGE: 01
TO: BCD TRAVEL
300 TRADECENTER STE 3540
WOBURN, MA 01801

FOR: SOURA/CHRISTIAN LANSING

*****APPROVAL REQUIRED*****

PLEASE CONFIRM THE SPELLING OF PASSENGERS NAME. THE
NAME *MUST* MATCH THE PHOTO ID PRESENTED AT AIRPORT.
REVIEW YOUR TRAVEL ITINERARY BELOW FOR ACCURACY.
PLEASE EMAIL HARVARD.TRAVELCENTER.AT.BCDTRAVEL.COM
IMMEDIATELY IF OK TO ISSUE.

ONCE TICKETED, DISCREPANCIES MUST BE REPORTED WITHIN
24 HOURS AFTER TICKET IS ISSUED, TO AVOID ADDITIONAL COSTS.

IF TRAVELING INTERNATIONALLY, A PASSPORT IS REQUIRED
PASSPORT MUST BE VALID AT LEAST 6 MONTHS BEYOND YOUR
RETURN DATE. A VISA MAY BE REQUIRED FOR YOUR TRAVEL
VISA INFORMATION IS AVAILABLE AT TRAVISA - SEE BELOW

PHONE-866-951-1212 HTTP://WWW.TRAVISA.COM/HARVARD

***** WEB VOUCHER APPROVAL REQUIRED

***** RECORD LOCATOR IS -ULQVUR

* TICKET CANNOT BE ISSUED UNTIL APPROVAL RECEIVED *

* FARES ARE NOT GUARANTEED UNTIL TICKETED *

* CALL IF NO EMAIL RECEIVED B/4 DEPARTURE DATE *

*** AMOUNT FOR TICKET 1 IS - 371.60

*** SERVICE FEE FOR 1 TKTS - 36.60

*** TOTAL AMOUNT FOR VOUCHER 408.20

04 NOV 13 - MONDAY

AIR US AIRWAYS FLT:4744 COACH CLASS

CONTINUED ON PAGE 2

SALES PERSON: 57

ITINERARYDATE: 21 OCT 13

CUSTOMER NBR: 6082069106

ULQVURPAGE: 02

TO: BCD TRAVEL

300 TRADECENTER STE 3540

WOBURN, MA 01801

FOR: SOURA/CHRISTIAN LANSING

OPERATED BY US AIRWAYS EXPRESS-PSA AIRLINES

LV COLUMBIA 1110A EQP: CANADAIR REG JET

51MIN

AR CHARLOTTE 1201P NON-STOP

REF: FTHPD2

SOURA/CHRISTIAN SEAT-5A

AIR US AIRWAYS FLT:629 COACH CLASS

LV CHARLOTTE 115P EQP: AIRBUS A321

01HR 54MIN

AR NEW YORK JFK 309P NON-STOP

ARRIVE: TERMINAL 8

REF: FT

HPD2

SOURA/CHRISTIAN SEAT-27A

05 NOV 13 - TUESDAY

AIR US AIRWAYS FLT:425 COACH CLASS

LV NEW YORK JFK 630P EQP: AIRBUS A321

DEPART: TERMINAL 8 02HR 05MIN

AR CHARLOTTE 835P NON-STOP

REF: FTHPD2

SOURA/CHRISTIAN SEAT-20F

AIR US AIRWAYS FLT:3987 COACH CLASS

OPERATED BY US AIRWAYS EXPRESS-AIR WISCONSIN

LV CHARLOTTE 1030P EQP: CANADAIR REG JET

47

MIN

AR COLUMBIA 1117P NON-STP

REF: FTHPD2

SOURA/CHRISTIAN SEAT-5A

CONTINUED ON PAGE 3

SALES PERSON: 57 ITINERARYDATE: 21 OCT 13

CUSTOMER NBR: 6082069106 ULQVUR

PAGE: 03

TO: BCD TRAVEL

300 TRADECENTER STE 3540

WOBURN, MA 01801

FOR: SOURA/CHRISTIAN LANSING

DURING BUSINESS HOURS MON-FRI 900A-600P, EST
PLEASE CALL 800-610-5640. OUTSIDE OF THE US OR
CANADA DIAL 781-638-1801.FAX NBR IS 770-391-6341
FOR AFTER HOURS EMERGENCY ASSISTANCE IN THE US,
CANADA OR US VIRGIN ISLANDS CALL 877-818-2356.
FROM ALL OTHER INTERNATIONAL LOCATIONS PLEASE CALL
COLLECT 847-627-3171 - EXECUTIVE CODE IS A3R9

This message and any attachment(s) are intended only for the use of the person or entity to which it is addressed and may contain confidential and/or proprietary information. Any review, retransmission, dissemination, or other use of, or taking of any action in reliance upon, this message and any attachment(s) by persons or entities other than the intended recipient is prohibited. If you are not the intended recipient of this message, or if this message has been addressed to you in error, please immediately alert the sender by reply e-mail and delete this message, including any attachments. Sender accepts no liability for any damages caused by any virus transmitted by this e-mail.