

To: [REDACTED]
From: Janusz Banasiak
Sent: Wed 10/16/2013 3:16:08 PM
Subject: Re: Travel arrangements for MARK TOLLISON traveling on 10/20/2013

Ok

Sent from my iPhone

On Oct 16, 2013, at 11:12 AM, [REDACTED] wrote:

Hi Mark! Here is your ticket to go to the island...**Anna** is now running the island for JE, so I'm sure you will be having some meetings with her...Anna is cc'd here...Anna, Mark is a new hire to help with house manuals, maintenance, coordination, controller, etc...

Anna cell: [REDACTED]

Mark cell: [REDACTED]

Daphne, can you have Mark picked up? I'm not sure where Jeffrey wants Mark to stay as of yet...I have asked him and am awaiting an answer...we may need to book him a room...

Janusz, can you please take Mark to the airport on Sunday Oct. 20th...I would think pick up at 6:30am would be good...but you two can discuss. Please confirm back to me.

Mark, Citicar will pick you up on your arrival back to NY on 23rd, outside of baggage. They have your cell # I will send you confirm #2701

Bella, ticket is on JE's Amex, \$615.40 non refundable

Begin forwarded message:

From: "American Express Travel"
<AmericanExpressTravel@trondent.com>
Subject: Travel arrangements for MARK TOLLISON
traveling on 10/20/2013
Date: October 16, 2013 10:23:03 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 1-877-877-0987.

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: <https://www.acairweb.com/Mytravelarrangements/index.jsp>

If airline tickets are purchased for this itinerary:

Airline Baggage Fee/Rules may apply and can be accessed by visiting:

<https://www.acairweb.com/Mytravelarrangements/AirlineBaggagePolicies.jsp>

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

Record Locator: CEAYFK

Traveler: MARK TOLLISON

Flight Information:

Reserved: JET BLUE 403

Class: Economy

Seats: 21C

Departs: New York JFK, NY - JFK

Date: Oct 20,2013 Time: 8:26 AM

Arrives: San Juan, PUERTO RICO - SJU

Date: Oct 20,2013 Time: 12:19 PM

Flight Information:

Reserved: JET BLUE 1336

Class: Economy

Seats: 20C

Departs: San Juan, PUERTO RICO - SJU

Date: Oct 20,2013 Time: 1:12 PM

Arrives: St Thomas, VIRGIN ISLANDS - STT

Date: Oct 20,2013 Time: 1:48 PM

Flight Information:

Reserved: JET BLUE 2054

Class: Discount Business

Seats: 21C

Departs: St Thomas, VIRGIN ISLANDS - STT

Date: Oct 23,2013 Time: 5:00 PM

Arrives: San Juan, PUERTO RICO - SJU

Date: Oct 23,2013 Time: 5:37 PM

Flight Information:

Reserved: JET BLUE 704

Class: Standard

Seats: 23D

Departs: San Juan, PUERTO RICO - SJU

Date: Oct 23,2013 Time: 6:30 PM

Arrives: New York JFK, NY - JFK

Date: Oct 23,2013 Time: 10:20 PM

Airline Confirmation Numbers:

JET BLUE ZJJZOT

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

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<Airmail.pdf>