Trip Number: 1

Purpose: Panama City/Tallahassee, FL & Columbia, SC - Travel w/SECVA for site visits

Itinerary Locations

<table>
<thead>
<tr>
<th>From</th>
<th>To</th>
<th>Itinerary Location</th>
<th>Purpose</th>
<th>Per Diem Rates</th>
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</thead>
<tbody>
<tr>
<td>10/28/20</td>
<td>10/29/20</td>
<td>TALLAHASSEE, FL</td>
<td>SITE VISIT</td>
<td>111.00 / 61.00</td>
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<tr>
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<td>10/30/20</td>
<td>COLUMBIA, SC</td>
<td>SITE VISIT</td>
<td>112.00 / 61.00</td>
</tr>
</tbody>
</table>

Document Totals

Total Expenses: 1,332.35
Reimbursable Expenses: 497.34
Non-Reimbursable Expenses: 835.01
Advance Applied: 0.00
Net to Traveler: 111.61
Net to Government: 835.01
Pay to Charge Card: 385.71

Document Totals by Expense Category

<table>
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<tr>
<th>Expense Category</th>
<th>Cost</th>
<th>Advance Amount</th>
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<tbody>
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<tr>
<td>Lodging-Per Diem</td>
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<td>0.00</td>
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<tr>
<td>M&amp;IE-Per Diem</td>
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<tr>
<td>Mileage</td>
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<tr>
<td>Parking</td>
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<tr>
<td>Transxn Fees</td>
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Trip 1 Details

Expenses

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<tr>
<th>Date</th>
<th>Description</th>
<th>Total Non-Per Diem Expenses</th>
<th>Total Per Diem Expenses</th>
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**Per Diem Allowances**

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<th>Date</th>
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<th>Lodg Cost</th>
<th>Lodg Allowed</th>
<th>M&amp;IE Cost</th>
<th>M&amp;IE Allowed</th>
<th>B'</th>
<th>L</th>
<th>D</th>
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<tr>
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<td>111.00/ 61.00</td>
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<tr>
<td>10/29/2020</td>
<td>112.00/ 61.00</td>
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<td>112.00</td>
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**Advance of Funds**

Cannot print default advance form.
Unable to find another authorization for cash advance.

**Account Summary for the Selected Trip**

Org: VAVACO 101 OFFICE OF THE SECRETARY

Expense Category: Com. Carrier
Fiscal Year: 2021
Amount: 820.51

Expense Category: Lodging-Per Diem
Fiscal Year: 2021
Amount: 238.84

Expense Category: M&IE-Per Diem
Fiscal Year: 2021
Amount: 152.50

Expense Category: Mileage
Fiscal Year: 2021
Amount: 60.00

Expense Category: Transxn Fees
Fiscal Year: 2021
Amount: 14.50

**Payment Detail Information**

Organization: VAVACO 101 OFFICE OF THE SECRETARY

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<thead>
<tr>
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<th>Accounting String</th>
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<td>CBA</td>
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<tr>
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**Totals by Label**

VAVACO 101 OSVA Total: 1,332.35

**Totals by Payment Method**

CBA Total: 835.01
IBA Total: 298.84
OTHER Total: 198.50

**Attachments**

Attachments Exist

**Receipt Checklist**

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<tr>
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<td>10/28/20</td>
<td>AIR Airline Flight</td>
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<tr>
<td>10/28/20</td>
<td>Lodging</td>
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</tr>
<tr>
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<td>Lodging</td>
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<tr>
<td>10/29/20</td>
<td>Hotel Taxes</td>
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<tr>
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<td>Parking - Airport</td>
<td>$20.00</td>
</tr>
</tbody>
</table>

**Audits**

Audit Name | Result | Reason
----------|--------|--------
I certify that the electronic signatures listed above are valid and on file.

I certify this claim is true and correct to the best of my knowledge and belief, and that payment or credit has not been received by me or the traveler (if signed by alternate representative). I understand there are severe criminal and civil penalties for knowingly submitting a false, fictitious or fraudulent claim (18 U.S.C. Sections 287 and 1001, and 31 U.S.C. Section 3729).

**Document Signatures**

**Traveler Name:** Brooks Tucker

**Traveler Signature:**

**Date:** 11/9/2020
THE HONORABLE ROBERT L. WILKIE  
SECRETARY OF VETERANS AFFAIRS  
PANAMA CITY BEACH, FL – TALLAHASSEE, FL – COLUMBIA, SC  
TRAVEL ITINERARY  
OCTOBER 28-30, 2020

TRAVELING PARTY:  
The Honorable Robert Wilkie  
Brooks Tucker, Acting Chief of Staff  
Michael Meador, Special Assistant to the Secretary  
Traci Scott, Senior Advisor for Strategic Communications

EXECUTIVE PROTECTION:  
(b)(6); (b)(7)(C) Special Agent (DL)  
(b)(6); (b)(7)(C) Special Agent (Adv – FL)  
(b)(6); (b)(7)(C) Special Agent (Adv – SC)

EVENT / SITE POCs:  
Bryan Matthews, Biloxi VAMC Medical Center Director  
Timothy Staebell, Bay County Vet Center Director *Panama City  
(b)(6) Tallahassee National Cemetery Director  
(b)(6) Cemetery Director, Fort Jackson National Cemetery (SC)  
(b)(6) Executive Assistant to the Director (SC)  
Sonya Campbell, Director, Columbia Vet Center (SC)  
Deputy Chief of Staff, Governor McMaster

SCHEDULING POCs:  
Matt Webb, Special Assistant, OSVA (Adv – FL)  
Chelsea Childress, Special Assistant, OSVA (Adv – SC)  
Travel Coordinator, OSVA

Wednesday, October 28, 2020  
Attire: Business

Weather:  
Washington, DC H-68°; L-58° - Cloudy  
Panama City Beach, FL H-84°; L-77° - Cloudy  
Tallahassee, FL H-86°; L-76° - Mostly Cloudy

0655-0710 ERT / ARRIVE WASHINGTON REAGAN NATIONAL AIRPORT (15 min)  
1 Aviation Circle, Arlington, VA  
Drive time: 15 min / 3.6 miles

0810 WHEELS UP TO NORTHWEST FLORIDA BEACHES INT’L AIRPORT (ECP)  
Delta Airlines 416 DCA-ATL 0810-0958, 1 hr 48 min  
Layover at ATL: 1 hr 15 min  
Delta Airlines 2032 ATL-ECP 1113-1115, 1 hr 2 min
Total travel time: 4 hr 5 min

1115 WHEELS DOWN TO NORTHWEST FLORIDA BEACHES INTERNATIONAL AIRPORT (ECP)
6300 W Bay Pkwy, Panama City, FL 32409

1135-1205 ERT / ARRIVE LUNCH LOCATION (30 min)

1205-1235 LUNCH (30 min)

1235-1250 ERT / ARRIVE PANAMA CITY OUTPATIENT CLINIC (15 min)
2600 Veterans Way, Panama City Beach, FL 32408
Drive time: 15 min / 6.1 miles
Greeted by:
- Bryan Matthews, Biloxi VA Medical Center Director
- Shannon C. Novotny, VISN Deputy Network Director

1255-1300 INTRODUCTION TO COVID-19 ENTRANCE SCREENING AREA (5 min)

1300-1330 WALKING LEADERSHIP BRIEFING / FACILITY TOUR (30 min)
Tour Led By:
- Bryan Matthews, Biloxi VA Medical Center Director
- Dr. [b](6) Chief Medical Officer
- Ms. Alicia Miller, Associate Director for Outpatient Operations
Highlighted Areas:
- Dental
- Testing Laboratory
- Primary Care

1330-1340 COIN RECOGNITION (10 min)
Location: Imaging Lobby
Coin Recipients: (5)
- [b](6) Outpatient Scheduling Section Chief
- [b](6) Clinical Pharmacy Specialist
- [b](6) Physician
- [b](6) Housekeeping Aid
- [b](6) Registered Nurse

1340-1345 EXECUTIVE TIME (5 min)

1345-1350 MEDIA PREP (5 min)
Location: Education Office 1C109

Updated by: Chelsea Childress
Mission Operations
10/23/2020 3:41 PM
1350-1415 MEDIA AVAILABILITY (25 min)
Location: Imaging Lobby

1420-1445 ERT / ARRIVE BAY COUNTY VET CENTER (25 min)
3109 Minnesota Ave, Suite 101, Panama City, FL 32405
Drive time: 25 min / 10.6 miles

1450-1510 FACILITY TOUR (20 min)
Tour Led By: Timothy Staebell, Vet Center Director
Highlighted Areas:
- Vet Center Lobby
- Group Rooms
- Counseling Offices

1515-1525 COIN RECOGNITION (10 min)
Location: Lobby
Recipients: (2)
- Matthew R. Standish, Veteran Outreach Specialist
- Brian L. Gray, Readjustment Counseling Therapist

1530-1715 ERT / ARRIVE DOUBLETREE BY HILTON TALLAHASSEE (2 hr)
101 South Adams Street, Tallahassee, FL 32301
Drive time: 2 hr / 101 miles

RON

<table>
<thead>
<tr>
<th>Thursday, October 29, 2020</th>
<th>Attire: Business</th>
</tr>
</thead>
<tbody>
<tr>
<td>Weather: Tallahassee, FL H-81°; L-55° - Thunderstorms</td>
<td></td>
</tr>
<tr>
<td>Columbia, SC H-84°; L-57° - PM Thunderstorms</td>
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</table>

0705-0720 ERT / ARRIVE TALLAHASSEE NATIONAL CEMETERY (TBD)
5015 Apalachee Parkway, Tallahassee, FL 32311
Drive time: 15 min / 6 miles
Greeted By: Tallahassee Cemetery Director

0720-0745 CEMETERY TOUR (25 min)
Vehicle Tour Led By: Cemetery Director

0745-0755 COIN RECOGNITION (10 min)
Location: Main Lobby, Administrative Building
Recipients: (5)
- Foreman
- Program Specialist
- Equipment Operator
- Maintenance
- Program Specialist

0755-0800  MEDIA PREP (5 min)
Location: Director’s Office

0800-0820  MEDIA AVAILABILITY (20 min)
Location: Primary- Flag Assembly Area, Secondary- Main Lobby

0820-0830  ERT / ARRIVE TALLAHASSEE VET CENTER (10 min)
2002 Old St. Augustine Road Bldg A/100, Tallahassee, FL 32301
Drive time: 10 min / 4 miles
Greeted By: BaDonna Mitchell, Vet Center Director

0835-0855  FACILITY TOUR (20 min)
Tour Led By: BaDonna Mitchell, Vet Center Director
Highlighted Areas:
- Group rooms
- Socialize Group Stitching Examples

0900-0910  COIN RECOGNITION (10 min)
Location: Main Entrance Lobby
Recipients: (5)
- Blanche Williams, Program Support Specialist
- Nancy Watkins-Owens, Readjustment Counselor
- Tiffany Hill, Veterans Outreach Specialist
- Cortnie Baity, Readjustment Counselor
- Dorothy Jones, Readjustment Counselor

0915-0935  ERT / ARRIVE TALLAHASSEE INTERNATIONAL AIRPORT (TLH) (20 min)
3300 Capital Cir SW, Tallahassee, FL 32310
Drive time: 20 min / 11.0 miles

0935-0943  EXECUTIVE TIME (7 min)

0943-1023  GATE TRANSITION / AIRCRAFT BOARDING (40 min)

1023  WHEELS UP TO COLUMBIA METROPOLITAN AIRPORT (CAE)
American Airlines 5272 1023-1158, 1 hr 35 min

Updated by: Chelsea Childress
Mission Operations
10/23/2020 3:41 PM
Layover at CLT: 1 hr 7 min
American Airlines 6004 1305-1359, 54 min
Total travel time: 3 hr 36 min

1359  WHEELS DOWN TO COLUMBIA METROPOLITAN AIRPORT (CAE) (15 min)
3250 Airport Blvd, West Columbia, SC 29170

1419-1442  ERT / ARRIVE LUNCH (23 min)

1442-1542  LUNCH (1 hr)

1542-1558  ERT / ARRIVE FORT JACKSON NATIONAL CEMETERY (16 min)
4170 Percival Road, Columbia, SC 29229
Drive time: 16 min / 10.5 miles
Greeted By:
  • Mr. Cemetery Director

1600-1630  CEMETERY TOUR (30 min)
Led By: Mr. Cemetery Director

1630-1640  COIN RECOGNITION (10 min)
Location: Flag Plaza
Recipients: (4)
  • Mr. Cemetery Representative
  • Mr. Engineering Equipment Operator
  • Mr. Maintenance Worker
  • Mr. Budget Analyst

1640-1700  ERT / ARRIVE MARRIOTT COLUMBIA (20 min)
1200 Hampton Street, Columbia, SC 29201
Drive time: 20 min / 14.6 miles

RON
0713-0718 PHONE INTERVIEW WITH IHEARTMEDIA (5 min)
Location: Hotel

0725-0745 ERT / ARRIVE COLUMBIA VA HEALTH CARE SYSTEM (20 min)
6439 Garners Ferry Road, Columbia, SC 29209-1639
Parking Lot 17 / Building 5 - Auditorium
Drive Time: 20 min / 5.9 miles
Greeted By:
- Mr. Joe Battle, Acting VISN 7 Network Director
- Mr. David Omura, Columbia VA Health Care System Medical Center Director

0745-0755 INTRODUCTION TO COVID-19 ENTRANCE SCREENING AREA (10 min)
All patients and staff are screened before entry with a temperature check and a questionnaire.

The questionnaire can be completed on your smartphone, by texting “screen” to 53079, clicking https://www.va.gov/covid19screen/ or using the QR code below.

If you choose to not use the online screening questionnaire, you will be screened in person by being asked a series of basic questions about your current health status. If anyone answers yes to any of the screening questions, or has a fever, will be referred to secondary screening conducted by a health care provider.

0755-0825 LEADERSHIP BRIEFING (30 min)
Location: Building 5 Auditorium
Topics:
- Leadership Updates
- COVID Changes / Stories

Attendees: (13)
- The Honorable Robert L. Wilkie, Secretary of Veterans Affairs
- Mr. Brooks Tucker, Acting Chief of Staff, Department of Veterans Affairs
- Mr. Michael Meador, Special Assistant to the Secretary
- Ms. Traci Scott, Senior Advisor for Strategic Communications
- Ms. Chelsea Childress, Special Assistant, OSVA
- Mr. Joe Battle, Acting VISN 7 Network Director
- Mr. David Omura, Columbia Medical Center Director

Updated by: Chelsea Childress
Mission Operations
10/23/2020 3:41 PM
• Ms. Leanne Weldin, Director, VA Regional Office Columbia
• Mr. Jeff Soots, Columbia Associate Director
• Ms. Ruth Mustard, Columbia Chief Nursing Officer
• Dr. Ben Dekoning, Columbia Chief of Staff
• Mr. Sterling Bird, Columbia Assistant Director
• Mr. (b)(6), Columbia Executive Assistant to the Medical Center Director

0825-0835 COIN RECOGNITION (10 min)
Location: Building 5 Auditorium Stage
Recipients: (7)
• Ms. (b)(6), Chief, Supply Change Management Service
• Dr. (b)(6), Chief, Pathology & Laboratory Services
• Mr. (b)(6), Acting Group Practice Manager
• Dr. (b)(6), Associate Nurse Executive, Education & Research
• Dr. (b)(6), Chief, Infectious Disease
• Ms. (b)(6), Nurse Manager, Cardiology
• Dr. (b)(6), Occupational Health

0835-0840 EXECUTIVE TIME (5 min)
Location: Building 5 Green Room

0840-0955 FACILITY TOUR (1 hr 15 min)
Led By:
• Mr. Joe Battle, Acting VISN 7 Network Director
• Mr. David Omura, Columbia Medical Center

Highlighted Areas:
• Patient Screening Area
• Tour of Grounds
• Columbia Data Hub

0955-1000 MEDIA PREP (5 min)
Location: Data Center / War Room Building 106, Room A129

1000-1025 MEDIA AVAILABILITY (25 min)
Location: Courtyard Building 22 / Building 120

1033-1055 ERT / ARRIVE SOUTH CAROLINA STATE GOVERNMENT GOVERNOR’S OFFICE
(22 min)
1100 Gervais St, Columbia, SC 29201
1100-1130  MEETING WITH GOVERNOR MCMASTER (30 min)
Location:

1130-1135  ERT / ARRIVE COLUMBIA VET CENTER (5 min)
1710 Richland Street, Suite A, Columbia, SC 29201
Drive time: 5 min / 1.2 miles
Greeted By:
  • Ms. Sonya Campbell, Vet Center Director

1135-1155  FACILITY TOUR (20 min)
Led By:  Ms. Sonya Campbell, Vet Center Director

1200-1207  ERT / LUNCH LOCATION (7 min)
Drive time: 7 min / 1.5 miles

1210-1310  LUNCH (1 hr)

1310-1335  ERT / ARRIVE COLUMBIA METROPOLITAN AIRPORT (CAE) (25 min)
3250 Airport Blvd, West Columbia, SC 29170
Drive time: 25 min / 8.2 miles

1335-1355  EXECUTIVE TIME (20 min)

1355-1435  GATE TRANSITION / AIRCRAFT BOARDING (40 min)

1435  WHEELS UP TO DULLES INTERNATIONAL AIRPORT (IAD)
United Airlines 3763 CAE-IAD 1435-1604, 1 hr 29 min

1604  WHEELS DOWN TO DULLES INTERNATIONAL AIRPORT (IAD) (25 min)
1 Saarinen Circle, Dulles, VA 20166

1624-1654  ERT / ARRIVE RESIDENCE (30 min)
Drive time: 30 min / 20.7 miles

MC

TOTAL TIME BY LOCATION:
Panama City Outpatient Clinic  1 hr 25 min
Bay County Vet Center  40 min

Updated by: Chelsea Childress
Mission Operations
10/23/2020 3:41 PM
Tallahassee National Cemetery 1 hr 00 min
Tallahassee Vet Center 40 min
Fort Jackson National Cemetery 40 min
Columbia VA Health Care System 2 hr 40 min
South Carolina Governor’s Office 30 min
Columbia Vet Center 20 min

MAPS

Panama City, FL

Tallahassee, FL

Columbia, SC

Updated by: Chelsea Childress
Mission Operations
10/23/2020 3:41 PM
LOCATION(S) | DRIVE TIME | MILES
---|---|---
Northwest Florida Beaches Int’l Airport – Panama City OPC | 45 min | 24 miles
Panama City Outpatient Clinic – Bay County Vet Center | 23 min | 11 miles
Bay County Vet Center – RON Location | 2 hr | 101 miles
RON Location – Tallahassee National Cemetery | 15 min | 6 miles
Tallahassee National Cemetery – Tallahassee Vet Center | 10 min | 4.1 miles
Tallahassee Vet Center – Tallahassee Int Airport | 20 min | 8.5 miles
Columbia Metropolitan Airport – Fort Jackson National Cemetery | 22 min | 12.9 miles
Fort Jackson National Cemetery – Marriott Columbia | 10 min | 14.6 miles
Marriott Columbia – Columbia VA Health Care System | 20 min | 5.9 miles
Columbia VA Health Care System – South Carolina Gov. Office | 22 min | 6.1 miles
South Carolina Go. Office - Columbia Vet Center | 5 min | 1.2 miles
Columbia Vet Center – Lunch Location | 7 min | 1.5 miles
Lunch Location – Columbia Metropolitan Airport | 25 min | 8.2 miles

MOTORCADE LOAD PLAN
ALL MOVEMENTS:

LIMO:

CHASE:
<table>
<thead>
<tr>
<th>Date</th>
<th>Restaurant</th>
<th>Amount</th>
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<tbody>
<tr>
<td>29-Oct</td>
<td>Midwood Smokehouse</td>
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<tr>
<td>28-Oct</td>
<td>Ted's Montana Grill</td>
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<tr>
<td>30-Oct</td>
<td>Liberty Taproom</td>
<td>$18.15</td>
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<td>$86.87</td>
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Name & Address

TUCKER, BROOKS
(b)(6)

UNITED STATES OF AMERICA

TAX #:
Confirmation Number: 87425043

10/29/2020

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<th>REFERENCE</th>
<th>DESCRIPTION</th>
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<tr>
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<td>10/29/2020</td>
<td>4660516</td>
<td>VS (b)(6)</td>
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<td><strong>BALANCE</strong></td>
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EXPENSE REPORT SUMMARY

10/28/2020  STAY TOTAL
ROOM AND TAX  $111.00  $111.00
DAILY TOTAL   $111.00  $111.00
COLUMBIA MARRIOTT

TUCKER/BROOKS

3017

ROOM NAME

DAMASKE/DO NOT MOVE

MBV#: 7757

TYPE 193

DATE 10/29/20

ARRIVE 11:19

ROOM 3017

ADDRESS VSXXXXXXXXXX b)(6)

PAYMENT RECEIVED BY: VISA XXXXXXXXXXX 00) 00

PAYMENT

DATE

REFERENCES

CHARGES

CREDITS

BALANCES DUE

10/29

ROOM

3017, 1

112.00

00

10/29

ROOM TAX

3017, 1

7.84

A

10/29

ACCO TAX

3017, 1

2.24

B

10/29

CITY TAX

3017, 1

3.36

C

10/29

CVB DEST

3017, 1

2.24

G

10/29

CVB TAX

3017, 1

1.16

M

10/30

CCARD-VS

127.84

00

DESCRIPTION

STATE ROOM SALES TAX

STATE ACCOM TAX

CITY TAX

DESTINATION FEE 2%

DMF TAX

NET CHARGES

SUMMARY OF TAXES

TAXED

AMOUNT

7.84

2.24

3.36

2.24

1.16

112.00

15.84

127.84

CREDITS

FOLIO

00

00

00

00

00

00

00

00

00

00

This statement is your only receipt. You have agreed to pay in cash or by approved personal check or to authorize us to charge your credit card for all amounts charged to you. The amounts shown in the credit column opposite any credit card entry in the reference column above will be charged to the credit card number set forth above. (The credit card company will bill in the usual manner). If for any reason the credit card company does not make payment on this account, you will owe us such amount. If you are billed indirect, the event payment is not made within 25 days after check-out, you will owe us interest from the check-out date on any unpaid amount at the rate of 1.5% per month (ANNUAL RATE 18%). If the maximum allowed by few, plus the reasonable cost of collection, including attorney fees.

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<table>
<thead>
<tr>
<th>Traveler</th>
<th>Agency Details</th>
<th>Fare Information</th>
<th>Trip Information</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Passenger Name:</strong> TUCKER, BROOKS.D</td>
<td><strong>Agency Phone:</strong> 877-813-5900</td>
<td><strong>Form Of Payment:</strong> VI XXXX XXXX XXXX 0215</td>
<td><strong>Flight - Delta Air Lines (DL) - 416 - October 28, 2020</strong></td>
</tr>
<tr>
<td><strong>e-Ticket Number:</strong> 0067614339413</td>
<td></td>
<td><strong>Fare:</strong> USD (b)(4)</td>
<td><strong>Confirmation Number:</strong> HHJXUF</td>
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<tr>
<td><strong>Invoice Number:</strong> 006383333</td>
<td></td>
<td><strong>Taxes and Carrier-imposed fees:</strong> USD USD USD</td>
<td><strong>Status:</strong> Confirmed</td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>Total Airfare:</strong></td>
<td><strong>Depart:</strong> Ronald Reagan National Arpt (DCA) Washington 8:10 AM</td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>Service Fee:</strong> ( MCO Number : 8900808337386 )</td>
<td><strong>Arrive:</strong> Hartsfield Jackson Intl Arpt (ATL) Atlanta 9:58 AM</td>
</tr>
<tr>
<td><strong>Reservation Number:</strong> 7UPVMP</td>
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<td><strong>Total Invoice:</strong> USD 344.17</td>
<td><strong>Class Of Service:</strong> Economy</td>
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<tr>
<td><strong>Issue Date:</strong> October 21, 2020</td>
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<td><strong>Flight - Delta Air Lines (DL) - 2032 - October 28, 2020</strong></td>
</tr>
<tr>
<td></td>
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<td></td>
<td><strong>Status:</strong></td>
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<td><strong>Total Charges to Date:</strong> USD 820.51</td>
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<td><strong>Reservation Number:</strong> Issue Date:</td>
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<td><strong>Agency Details</strong></td>
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<td><strong>DULUTH TRAVEL</strong></td>
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<td><strong>Agency Phone:</strong> 877-813-5900</td>
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<td></td>
<td><strong>Trip Information</strong></td>
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<td><strong>Flight - Delta Air Lines (DL) - 416 - October 28, 2020</strong></td>
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<td></td>
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<td><strong>Status:</strong> Confirmed</td>
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<td></td>
<td></td>
<td></td>
<td><strong>Depart:</strong> Ronald Reagan National Arpt (DCA) Washington 8:10 AM</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td><strong>Arrive:</strong> Hartsfield Jackson Intl Arpt (ATL) Atlanta 9:58 AM</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td><strong>Class Of Service:</strong> Economy</td>
</tr>
</tbody>
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<table>
<thead>
<tr>
<th></th>
<th></th>
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</tr>
</thead>
<tbody>
<tr>
<td>Atlanta</td>
<td>Panama City</td>
<td></td>
</tr>
<tr>
<td>11:13 AM</td>
<td>11:15 AM</td>
<td></td>
</tr>
</tbody>
</table>

**Flight - American Airlines (AA) - 5272 - October 29, 2020**

<table>
<thead>
<tr>
<th>Depart: Tallahassee International Airport (TLH)</th>
<th>Arrive: Douglas International Arpt (CLT)</th>
<th>Class Of Service: Economy</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tallahassee</td>
<td>Charlotte</td>
<td></td>
</tr>
<tr>
<td>10:23 AM</td>
<td>11:58 AM</td>
<td></td>
</tr>
</tbody>
</table>

**Flight - American Airlines (AA) - 6004 - October 29, 2020**

<table>
<thead>
<tr>
<th>Depart: Douglas International Arpt (CLT)</th>
<th>Arrive: Columbia Metro Arpt (CAE)</th>
<th>Class Of Service: Economy</th>
</tr>
</thead>
<tbody>
<tr>
<td>Charlotte</td>
<td>Columbia</td>
<td></td>
</tr>
<tr>
<td>1:05 PM</td>
<td>1:59 PM</td>
<td></td>
</tr>
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</table>

**Flight - United Airlines Inc (UA) - 3763 - October 30, 2020**

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Columbia</td>
<td>Washington</td>
<td></td>
</tr>
<tr>
<td>2:35 PM</td>
<td>4:04 PM</td>
<td></td>
</tr>
</tbody>
</table>
DUE TO RECENT CHANGES IN THE GOV CITY PAIR PROGRAM
YOUR AIR RESERVATIONS ARE SUBJECT TO CANCELLATION
BY THE AIRLINES IF NOT TICKETED AT LEAST 48 HOURS
PRIOR TO SCHEDULED DEPARTURE. PLEASE ENSURE ALL
NECESSARY APPROVALS ARE PROCESSED IN ACCORDANCE
WITH YOUR AGENCY'S BUSINESS RULE BUT NO LESS THAN 3
BUSINESS DAYS PRIOR TO DEPARTURE. THIS 48 HOUR
CANCELLATION RULE DOES NOT APPLY TO YOUR
INTERNATIONAL RESERVATIONS UNLESS YOUR TRIP HAS
DOMESTIC CONNECTIONS ON MORE THAN ONE AIRLINE OR
THREE RESERVATIONS WILL REQUIRE SEPARATE TICKETS.

101T13017
ZPAMERICAN AIR TICKET WAS CHARGED TO VI XXXXXXXXXXXX0215
ZPAMERICAN AIR ELECTRONIC TICKET NUMBER IS 0017614339414
ZPAINVOICE NUMBER IS 006383
ZPISERVICE FEE******$190.67
ZPISTICKETED FARE******
ZPISTOTAL CHARGE*******$190.67
CB/CGEBILLING/ATRS/2020-10-21T20.53.00Z
ZPUNITED TICKET WAS CHARGED TO VI XXXXXXXXXXXX0215
ZPUNITED ELECTRONIC TICKET NUMBER IS 0167614339417
ZPINVOICE NUMBER IS 006383
ZPISERVICE FEE******$285.67
ZPISTICKETED FARE******
ZPISTOTAL CHARGE*******$285.67
CB/CGEBILLING/ATRS/2020-10-21T20.54.00Z
Traveler
Passenger Name: TUCKER, BROOKS.D
Invoice Number: 00638334
Confirmation Number: HHJXUF
Total Charges to Date: USD 820.51

Agency Details
Agency Phone: 877-813-5900

Fare Information
Form Of Payment: VI XXXX XXXX XXXX 0215
Fare: USD (b)(4)
Taxes and Carrier-imposed fees:
Total Airfare:
Service Fee: (MCO Number: 8900808337387)
Total Invoice: USD 190.67

Trip Information
Flight - Delta Air Lines (DL) - 416 - October 28, 2020
Confirmation Number: HHJXUF
Status: Confirmed
Depart: Ronald Reagan National Arpt (DCA)
Washington 8:10 AM
Arrive: Hartsfield Jackson Intl Arpt (ATL) Atlanta 9:58 AM
Class Of Service: Economy

Flight - Delta Air Lines (DL) - 2032 - October 28, 2020
Status: 

<table>
<thead>
<tr>
<th>Depart:</th>
<th>Arrive:</th>
<th>Class Of Service:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hartsfield Jackson Intl Arpt (ATL) Atlanta</td>
<td>Northwest Florida Beaches Intl (ECP) Panama City</td>
<td>Economy</td>
</tr>
<tr>
<td>11:13 AM</td>
<td>11:15 AM</td>
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**Flight - American Airlines (AA) - 5272 - October 29, 2020**

- **Confirmation Number:** CPVOFB
- **Status:** Confirmed

<table>
<thead>
<tr>
<th>Depart:</th>
<th>Arrive:</th>
<th>Class Of Service:</th>
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<tbody>
<tr>
<td>Tallahassee International Airport (TLH) Tallahassee</td>
<td>Douglas International Arpt (CLT) Charlotte</td>
<td>Economy</td>
</tr>
<tr>
<td>10:23 AM</td>
<td>11:58 AM</td>
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**Flight - American Airlines (AA) - 6004 - October 29, 2020**

- **Status:** Confirmed

<table>
<thead>
<tr>
<th>Depart:</th>
<th>Arrive:</th>
<th>Class Of Service:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Douglas International Arpt (CLT) Charlotte</td>
<td>Columbia Metro Arpt (CAE) Columbia</td>
<td>Economy</td>
</tr>
<tr>
<td>1:05 PM</td>
<td>1:59 PM</td>
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**Flight - United Airlines Inc (UA) - 3763 - October 30, 2020**

- **Confirmation Number:** JCVEPD
- **Status:** Confirmed

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<thead>
<tr>
<th>Depart:</th>
<th>Arrive:</th>
<th>Class Of Service:</th>
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</thead>
<tbody>
<tr>
<td>2:35 PM</td>
<td>4:04 PM</td>
<td></td>
</tr>
</tbody>
</table>
DUE TO RECENT CHANGES IN THE GOV CITY PAIR PROGRAM
YOUR AIR RESERVATIONS ARE SUBJECT TO CANCELLATION
BY THE AIRLINES IF NOT TICKETED AT LEAST 48 HOURS
PRIOR TO SCHEDULED DEPARTURE. PLEASE ENSURE ALL
NEEDED APPROVALS ARE PROCESSED IN ACCORDANCE
WITH YOUR AGENCY'S BUSINESS RULE BUT NO LESS THAN 3
BUSINESS DAYS PRIOR TO DEPARTURE. THIS 48 HOUR
CANCELLATION RULE DOES NOT APPLY TO YOUR
INTERNATIONAL RESERVATIONS UNLESS YOUR TRIP HAS
DOMESTIC CONNECTIONS ON MORE THAN ONE AIRLINE OR
THESE RESERVATIONS WILL REQUIRE SEPARATE TICKETS.

101T13017
ZPIAMERICAN AIR TICKET WAS CHARGED TO VI XXXXXXXXXXXX0215
ZPIAMERICAN AIR ELECTRONIC TICKET NUMBER IS 0017614339414
ZPIINVOICE NUMBER IS 006383
ZPISERVICE FEE************************** (b)(4)
ZPI TICKETED FARE*********************
ZPI TOTAL CHARGE************************$190.67
CB/CGEBILLING/ATRS/2020-10-21T20.53.00Z
ZPIUNITED TICKET WAS CHARGED TO VI XXXXXXXXXXXX0215
ZPIUNITED ELECTRONIC TICKET NUMBER IS 0167614339417
ZPIINVOICE NUMBER IS 006383
ZPISERVICE FEE************************** (b)(4)
ZPI TICKETED FARE*********************
ZPI TOTAL CHARGE************************$285.67
CB/CGEBILLING/ATRS/2020-10-21T20.54.00Z
<table>
<thead>
<tr>
<th><strong>Traveler</strong></th>
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</thead>
<tbody>
<tr>
<td><strong>Passenger Name:</strong></td>
<td><strong>Traveler</strong></td>
<td><strong>e-Ticket Number:</strong></td>
<td><strong>Reservation Number:</strong></td>
</tr>
<tr>
<td>TUCKER, BROOKS.D</td>
<td></td>
<td>0167614339417</td>
<td>7UPVMP</td>
</tr>
<tr>
<td><strong>Invoice Number:</strong></td>
<td><strong>Invoice Number:</strong></td>
<td><strong>Total Charges to Date:</strong></td>
<td><strong>Issue Date:</strong></td>
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<tr>
<td>00638337</td>
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<td>USD 820.51</td>
<td>October 21, 2020</td>
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<th><strong>Agency Details</strong></th>
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</thead>
<tbody>
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<td><strong>Agency Phone:</strong></td>
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<td></td>
<td>877-813-5900</td>
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<tr>
<th><strong>Fare Information</strong></th>
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<tbody>
<tr>
<td><strong>Form Of Payment:</strong></td>
<td><strong>Form Of Payment:</strong></td>
<td><strong>VI XXXX XXXX XXXX 0215</strong></td>
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<tr>
<td><strong>Fare:</strong></td>
<td><strong>Fare:</strong></td>
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<tr>
<td><strong>Taxes and Carrier-imposed fees:</strong></td>
<td><strong>Taxes and Carrier-imposed fees:</strong></td>
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<tr>
<td><strong>Total Airfare:</strong></td>
<td><strong>Total Airfare:</strong></td>
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</tr>
<tr>
<td><strong>Service Fee:</strong></td>
<td><strong>Service Fee:</strong></td>
<td>(MCO Number : 8900808337390)</td>
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<td><strong>Total Invoice:</strong></td>
<td><strong>Total Invoice:</strong></td>
<td>USD 285.67</td>
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<table>
<thead>
<tr>
<th><strong>Trip Information</strong></th>
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</thead>
<tbody>
<tr>
<td><strong>Flight - Delta Air Lines (DL) - 416 - October 28, 2020</strong></td>
<td><strong>Flight - Delta Air Lines (DL) - 2032 - October 28, 2020</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Confirmation Number:</strong></td>
<td><strong>Confirmation Number:</strong></td>
<td><strong>Status:</strong></td>
<td><strong>Status:</strong></td>
</tr>
<tr>
<td>HHJXUF</td>
<td></td>
<td>Confirmed</td>
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<tr>
<td><strong>Depart:</strong></td>
<td><strong>Arrive:</strong></td>
<td><strong>Class Of Service:</strong></td>
<td><strong>Class Of Service:</strong></td>
</tr>
<tr>
<td>Ronald Reagan National Arpt (DCA)</td>
<td>Hartsfield Jackson Intl Arpt (ATL)</td>
<td>Economy</td>
<td></td>
</tr>
<tr>
<td>Washington</td>
<td>Atlanta</td>
<td></td>
<td></td>
</tr>
<tr>
<td>8:10 AM</td>
<td>9:58 AM</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Confirmed

**Depart:**
Hartsfield Jackson Intl Arpt (ATL)
Atlanta
11:13 AM

**Arrive:**
Northwest Florida Beaches Intl (ECP)
Panama City
11:15 AM

**Class Of Service:**
Economy

---

**Flight - American Airlines (AA) - 5272 - October 29, 2020**

**Confirmation Number:**
CPVOFB

**Status:**
Confirmed

**Depart:**
Tallahassee International Airport (TLH)
Tallahassee
10:23 AM

**Arrive:**
Douglas International Arpt (CLT)
Charlotte
11:58 AM

**Class Of Service:**
Economy

---

**Flight - American Airlines (AA) - 6004 - October 29, 2020**

**Status:**
Confirmed

**Depart:**
Douglas International Arpt (CLT)
Charlotte
1:05 PM

**Arrive:**
Columbia Metro Arpt (CAE)
Columbia
1:59 PM

**Class Of Service:**
Economy

---

**Flight - United Airlines Inc (UA) - 3763 - October 30, 2020**

**Confirmation Number:**
JCVEPD

**Status:**
Confirmed

***Operated by:**
OPERATED BY AIR
WISCONSIN DBA UNITED EXPRESS

**Depart:**
Columbia Metro Arpt (CAE)
Columbia
2:35 PM

**Arrive:**
Washington Dulles Intl (IAD)
Washington
4:04 PM

**Class Of Service:**
Economy
Agent Comments

DUE TO RECENT CHANGES IN THE GOV CITY PAIR PROGRAM
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****************************************************

101T13017
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ZPIZAMERICAN AIR ELECTRONIC TICKET NUMBER IS 0017614339414
ZPIZINVOICE NUMBER IS 006383
ZPIZSERVICE FEE***************************$0.00
ZPIZTICKETED FARE************************$190.67
ZPIZTOTAL CHARGE*************************$190.67
CB/CGEBILLING/ATRS/2020-10-21T20.53.00Z
ZPIZUNITED TICKET WAS CHARGED TO VI XXXXXXXXXXXX0215
ZPIZUNITED ELECTRONIC TICKET NUMBER IS 0167614339417
ZPIZINVOICE NUMBER IS 006383
ZPIZSERVICE FEE***************************$0.00
ZPIZTICKETED FARE************************$285.67
ZPIZTOTAL CHARGE*************************$285.67
CB/CGEBILLING/ATRS/2020-10-21T20.54.00Z
Wednesday, 21OCT 2020 4:14 PM EDT

Passengers: BROOKS D TUCKER (101T13017/ 101T13017)

Agency Reference Number: 7UPVMP

Click here to view your current itinerary or ETicket receipt on-line: viewtrip.travelport.com

Do you have your REAL ID to travel? Click HERE for more information.
Enjoy parking discounts from Duluth Travel Inc HERE

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<thead>
<tr>
<th>AIR</th>
<th>Wednesday, 28OCT 2020</th>
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<tbody>
<tr>
<td>Delta Air Lines</td>
<td>Flight Number: 0416</td>
<td>Class: L- Coach/Economy</td>
</tr>
<tr>
<td>From: Washington Reagan Natl DC, USA</td>
<td>Depart: 8:10 AM</td>
<td></td>
</tr>
<tr>
<td>To: Atlanta GA, USA</td>
<td>Arrive: 9:58 AM</td>
<td></td>
</tr>
<tr>
<td>Stops: Nonstop</td>
<td>Duration: 1 hour(s) 48 minute(s)</td>
<td></td>
</tr>
<tr>
<td>Seats: 28D</td>
<td>Status: CONFIRMED</td>
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</tr>
<tr>
<td>Equipment: Airbus A321 Jet</td>
<td>Miles: 541 / 866 KM</td>
<td></td>
</tr>
<tr>
<td>DEPARTS DCA TERMINAL B - ARRIVES ATL TERMINAL S</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Delta Air Lines Confirmation number is HHJXUF</td>
<td></td>
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<table>
<thead>
<tr>
<th>AIR</th>
<th>Wednesday, 28OCT 2020</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Delta Air Lines</td>
<td>Flight Number: 2032</td>
<td>Class: L- Coach/Economy</td>
</tr>
<tr>
<td>From: Atlanta GA, USA</td>
<td>Depart: 11:13 AM</td>
<td></td>
</tr>
<tr>
<td>To: Panama City NW</td>
<td>Arrive: 11:15 AM</td>
<td></td>
</tr>
<tr>
<td>Stops: Nonstop</td>
<td>Duration: 1 hour(s) 2 minute(s)</td>
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<tr>
<td>Equipment: Boeing 717 Jet</td>
<td>Status: CONFIRMED</td>
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<tr>
<td>DEPARTS ATL TERMINAL S</td>
<td>Miles: 248 / 397 KM</td>
<td></td>
</tr>
<tr>
<td>Delta Air Lines Confirmation number is HHJXUF</td>
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<tr>
<th>HOTEL</th>
<th>Wednesday, 28OCT 2020</th>
<th></th>
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<tbody>
<tr>
<td>Doubletree By Hilton Tallahassee (DOUBLETREE)</td>
<td>Confirmation Number: 87425043</td>
<td></td>
</tr>
<tr>
<td>101 South Adams Street Tallahassee FL 323017774</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Number of Rooms: 1</td>
<td>Phone: 1-850-224-5000</td>
<td></td>
</tr>
<tr>
<td>Phone: 1-850-224-5000</td>
<td>Fax: 1-850-513-9516</td>
<td></td>
</tr>
<tr>
<td>Rate: USD 111.00</td>
<td>Room GUARANTEED TO VISA</td>
<td></td>
</tr>
<tr>
<td>Check Out: Thursday, 29OCT 2020</td>
<td>Reserved For: TUCKER BROOKS</td>
<td></td>
</tr>
<tr>
<td>Room Type: A08A94</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Guaranteed to: VI*****D(6)
<table>
<thead>
<tr>
<th>Time</th>
<th>Flight Number</th>
<th>Class</th>
<th>Miles</th>
</tr>
</thead>
<tbody>
<tr>
<td>10:23 AM</td>
<td>5272</td>
<td>G- Coach/Economy</td>
<td>388 / 621 KM</td>
</tr>
<tr>
<td>1:05 PM</td>
<td>6004</td>
<td>G- Coach/Economy</td>
<td>89 / 142 KM</td>
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<tr>
<td>2:35 PM</td>
<td>3763</td>
<td>V- Coach/Economy</td>
<td>405 / 648 KM</td>
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</table>

**Flight Number:**
- 5272: 10:23 AM Departure, 11:58 AM Arrival, 1 hour 35 minutes Duration, Status: CONFIRMED
- 6004: 1:05 PM Departure, 1:59 PM Arrival, 0 hour 54 minutes Duration, Status: CONFIRMED
- 3763: 2:35 PM Departure, 4:04 PM Arrival, 1 hour 29 minutes Duration, Status: CONFIRMED

**Hotel Cancellation Policy:**
- Hotel cancellation policy: CANCEL PERMITTED UP TO 02 DAYS BEFORE ARRIVAL. 127.84 CANCEL FEE PER ROOM.

**United Airlines Confirmation number is JCVEPD**

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**TAXONOMY:**
- Flight
- Hotel
- Airline
- Ticket
- Invoice

**Hotel:**
- Marriott Columbia (MARRIOTT)
- 1200 Hampton Street
- Columbia SC US 29201
- Number of Rooms: 1
- Phone: 18037717000
- Rate: USD 112.00
- Check Out: Friday, 30OCT 2020
- Room Type: GOVA00

**Ticket/Invoice Information**
- Ticket for: BROOKS.D TUCKER
- Date issued: 10/21/2020
- Invoice nbr: 638337
Click here 24 hours in advance to obtain boarding passes:
DELTA
American
UNITED

Click here to review Baggage policies and guidelines:
DELTA
American
UNITED

Check operating carrier website for any policies that may vary.
DUE TO RECENT CHANGES IN THE GOV CITY PAIR PROGRAM YOUR AIR RESERVATIONS ARE SUBJECT TO CANCELLATION BY THE AIRLINES IF NOT TICKETED AT LEAST 48 HOURS PRIOR TO SCHEDULED DEPARTURE. PLEASE ENSURE ALL NECESSARY APPROVALS ARE PROCESSED IN ACCORDANCE WITH YOUR AGENCY'S BUSINESS RULE BUT NO LESS THAN 3 BUSINESS DAYS PRIOR TO DEPARTURE. THIS 48 HOUR CANCELLATION RULE DOES NOT APPLY TO YOUR INTERNATIONAL RESERVATIONS UNLESS YOUR TRIP HAS DOMESTIC CONNECTIONS ON MORE THAN ONE AIRLINE OR THESE RESERVATIONS WILL REQUIRE SEPARATE TICKETS.

101T13017
**For travel agent assistance and emergencies, please call 1-877-813-5900. Your TMC Code is "11T" Duluth Travel

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New TSA guidelines
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Missing Receipt Document

If receipts are lost, misplaced or cannot be obtained from the vendor, the traveler must fax or attach a signed document into CGE with the following information:

I, Brooks Tucker, made every attempt and was unsuccessful in obtaining receipts for the following expense/s incurred during my travel to Panama City, FL, Tallahassee, FL and Columbia, SC Oct 28-30, 2020.

Note: DCA airport parking receipt

Name of Vendor: DCA airport
Description of expense: Airport parking
Date expense incurred: October 28-30, 2020
Amount: $60.00

Signature of Traveler: [Signature]
Date: 11/9/2020
15. Keep left to stay on State Hwy 295
   2.1 mi

16. Use the right 2 lanes to take exit 1B-C for I-695 toward Downtown
   0.4 mi

17. Continue onto I-695 W
   1.9 mi

18. Merge onto I-395 S
   1.0 mi

19. Keep right to stay on I-395 S
   Entering Virginia
   0.8 mi

20. Take the Henry G. Shirley Memorial Highway exit
   253 ft

21. Keep right at the fork to continue on Exit 10B, follow signs for George Wash Mem Pkwy/Reagan National Airport/Mount Vernon and merge onto George Washington Memorial Pkwy
   0.2 mi

22. Merge onto George Washington Memorial Pkwy
   1 min (1.1 mi)

https://www.google.com/maps/di