

**To:** Jackson, Ryan[jackson.ryan@epa.gov]  
**From:** EPA@BCDTRAVEL.COM  
**Sent:** Fri 7/28/2017 8:16:30 PM  
**Subject:** Authorization Required: Travel for Jackson/Ryan T \* Travel date – 02Aug17 \* REF: QJB20Q

Name: JACKSON/RYAN T  
Locator: QJB20Q  
Travel Date: 02Aug  
Booking Pcc: 2F8M

**Please ensure that your travel authorization is approved at least 72 hour prior to departure to enable ticketing and avoid possible cancellation.**

Traveler

JACKSON / RYAN T

**Reference number by traveler:** Not Applicable

Date	From/To	Flight/Vendor	Status	Depart/Arrive	Class/Type
<u>08/02/2017</u>	DCA- DEN	UA 2104	Confirmed	04:15 PM/06:23 PM	Economy / Y
<u>08/02/2017</u>	DEN	Oxford Hotel	Confirmed	08/02-08/04	
<u>08/04/2017</u>	DEN- DCA	UA 1767	Confirmed	09:49 AM/03:19 PM	Economy / Y

Oxford Hotel

Address: 1600 17th Street  
Denver, CO 80202  
United States  
Tel: +1 (303) 628-5400  
Fax: +1 (303) 628-5413  
Check In/Check Out: Wednesday, August 2 2017 - Friday, August 4 2017  
Status: Confirmed  
Number of Persons: 1  
Number of Rooms: 1  
Number of Nights: 2  
Rate per night: USD 486.00 plus tax and any additional fees  
Guaranteed: Yes  
Confirmation: 239SB055403  
Corp. Discount: XXXXD  
Cancellation Policy: CXL BY 1600 HOTEL TIME ON 01AUG17-FEE 1 NIGHT-  
CO2 Emissions: Per night is approximately 63.8 lbs/29 kgs

United Airlines Flight UA2104 Economy

Depart: Ronald Reagan National, Terminal B Weather  
Washington, District of Columbia, United States  
04:15 PM Wednesday, August 2 2017

Arrive: Denver International Weather  
Denver, Colorado, United States  
06:23 PM Wednesday, August 2 2017

Duration: 4 hour(s) and 8 minute(s) Non-stop  
Status: Confirmed - United Airlines Record Locator: OKL8HV

Meal: Food For Purchase  
Equipment: Airbus Industrie A320  
Seat: 30B (Non smoking) Confirmed  
Distance: 1471 miles / 2366.839 kilometers  
CO2 Emissions: 647.24 lbs/294.2 kgs

Remarks: NO AISLE OR WINDOW SEATS AVAILABLE.  
A CENTER SEAT HAS BEEN ASSIGNED.  
WE WILL CONTINUE TO MONITOR UNTIL DEPARTURE.  
FOR UP TO DATE TRAVEL INFORMATION ON AIRLINE  
CHECK-IN/RESTRICTIONS/LIMITATIONS/SECURITY.

PLEASE CHECK WWW.UAL.COM

United Airlines Flight UA1767 Economy

Depart: Denver International Weather  
Denver, Colorado, United States  
09:49 AM Friday, August 4 2017

Arrive: Ronald Reagan National, Terminal B Weather  
Washington, District of Columbia, United States  
03:19 PM Friday, August 4 2017

Duration: 3 hour(s) and 30 minute(s) Non-stop  
Status: Confirmed - United Airlines Record Locator: OKL8HV

Meal: Food For Purchase  
Equipment: Airbus Industrie A320  
Seat: 31E (Non smoking) Confirmed  
Distance: 1471 miles / 2366.839 kilometers  
CO2 Emissions: 647.24 lbs/294.2 kgs

Remarks: NO AISLE OR WINDOW SEATS AVAILABLE.  
A CENTER SEAT HAS BEEN ASSIGNED.  
WE WILL CONTINUE TO MONITOR UNTIL DEPARTURE.

FOR 24/7 TRAVEL ASSISTANCE PLEASE CONTACT  
THE BCD TRAVEL TEAM AT 1-866-964-1346  
FOR OUTSIDE THE US CALL COLLECT 770-829-2609  
FOR THE HEARING IMPAIRED- PLEASE DIAL 711  
TO ACCESS RELAY SERVICE- PROVIDE PHONE  
NUMBER OF 1-866-964-1346 TO ACCESS TRAVEL  
\*\*\*\*\*

DUE TO RECENT CHANGES IN THE FY15 GOVERNMENT CITY PAIR  
PROGRAM/CPY 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 RULES BUT NO LESS THAN 3 BUSINESS DAYS PRIOR TO DEPARTURE TO ENSURE TICKETING. THIS 48 HOUR CANCELLATION RULE DOES NOT APPLY TO INTERNATIONAL RESERVATIONS UNLESS YOUR TRIP HAS DOMESTIC CONNECTIONS ON MORE THAN ONE AIRLINE OR THESE RESERVATIONS REQUIRE SEPARATE AIR TICKETS.

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