

To: Bishop, Pamela (US)[pamela.bishop@bcdtravel.com]; Rice, Margaret (US)[Margaret.Rice@bcdtravel.com]
Cc: Hupp, Millan[hupp.millan@epa.gov]
From: Davis, Gail
Sent: Mon 11/6/2017 9:37:11 PM
Subject: FW: Debit Memo / Record Locator T1CGPO

Could you explain this tomorrow? I don't understand, thanks

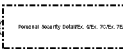
From: Hupp, Millan
Sent: Monday, November 06, 2017 4:24 PM
To: Davis, Gail <Davis.Gail@epa.gov>
Subject: Fwd: Debit Memo / Record Locator T1CGPO

Sent from my iPhone

Begin forwarded message:

From: "Heaney, Jolene (US)" <jolene.heaney@bcdtravel.com>
Date: November 6, 2017 at 3:07:09 PM EST
To: "'HUPP.MILLAN@EPA.GOV'" <HUPP.MILLAN@EPA.GOV>
Subject: Debit Memo / Record Locator T1CGPO

Hi Millan,

Qantas Airlines has issued a debit memo for your reservation with record locator  because the penalty for cancellation was not collected at the time of refund. This penalty amount is \$71.00 and will be charged to your government credit card. Once the charge is completed, a copy of the receipt will be sent to you via email. If you have any questions, please respond promptly.

Kind Regards,

Jolene Heaney

Customer Service Representative – Government Travel Services | BCD Travel

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