

From: Elizabeth Crowe
Sent: Tuesday, December 04, 2018 5:24 PM
To: Steve Berlin
Subject: Trip

Dear Steve

Attached is the information for the trip I made to Baltimore MD. The National Fallen Firefighters paid for hotel, food, and are reimbursing me for the airfare I paid up front. The conference was November 14-16, and I am sorry for getting this to you late.

I hope you have a great Holiday.

Take Care

Liz

Elizabeth J. Crowe, LCSW
Coordinator of Human Relations
Chicago Fire Department

**FLIGHT
2909**

DEPARTS
BWI 03:50PM
Baltimore

ARRIVES
MDW 04:55PM
Chicago (Midway)

Payment information

Total cost

Air - W9OYYY

Base Fare	\$	322.38
U.S. Transportation Tax	\$	24.18
U.S. 9/11 Security Fee	\$	11.20
U.S. Flight Segment Tax	\$	8.20
U.S. Passenger Facility Chg	\$	9.00
EarlyBird	\$	40.00
Total	\$	414.96

Payment

Visa ending in 2894

Date: October 29, 2018

Payment Amount: \$374.96

Visa ending in 2894

Date: October 29, 2018

Payment Amount: \$20.00

Visa ending in 2894

Date: October 29, 2018

Payment Amount: \$20.00

Fare Rules: If you decide to make a change to your current itinerary it may result in a fare increase. In the case you're left with travel funds from this confirmation number, you're in luck! We're happy to let you use them towards a future flight for the individual named on the ticket, as long as the new travel is completed by the expiration date.

Your ticket number: 5262403818081

Prepare for takeoff

24 hours before your departure:

Check-in on Southwest.com® or using the Southwest Mobile App. Use your mobile device and receive a mobile boarding pass.

30 minutes before your departure:

Arrive at the gate prepared to board.

10 minutes before your departure:

This is the last opportunity to board your flight if you are present in the gate area and have met all check-in requirements.

If you do not plan to travel on your flight: Things happen, we understand! Please let us know at least 10 minutes prior to your flight's scheduled departure if you won't be traveling. If you don't notify us, you may be subject to our [No Show Policy](#).

[See more travel tips](#)

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**Earn up to 10,000 Rapid
Rewards® points per night**

Have questions about your
upcoming trip?

Elizabeth Jane Crowe's 11/14 Baltimore trip (W9OYYY): Your reservation is confirmed.

Southwest Airlines <southwestairlines@ifly.southwest.com>

Mon 10/29/2018 8:52 PM

To: Elizabeth Crowe <Elizabeth.Crowe@cityofchicago.org>;

Here's your itinerary and other important travel information.
[View our mobile site](#) | [View in browser](#)



[Manage Flight](#) | [Flight Status](#) | [My Account](#)

Hi Elizabeth Jane,

We're looking forward to flying together! It can't come soon enough. Below you'll find your itinerary, important travel information, and trip receipt. See you onboard soon!

NOVEMBER 14 - NOVEMBER 16

MDW BWI

Chicago (Midway) to Baltimore

Confirmation # **W9OYYY**

Confirmation date: 10/29/2018

PASSENGER ~~Elizabeth Jane Crowe~~

RAPID REWARDS # 372027666

TICKET # 5262403818081

EXPIRATION¹ October 30, 2019

EST. POINTS EARNED 1,935

Rapid Rewards® points are only estimations.

Your itinerary

Flight 1: Wednesday, 11/14/2018 Est. Travel Time: 1h 40m [Wanna Get Away®](#)

FLIGHT	DEPARTS	ARRIVES
# 1767	MDW 01:50PM	BWI 04:30PM
	Chicago (Midway)	Baltimore

Flight 2: Friday, 11/16/2018 Est. Travel Time: 2h 5m [Wanna Get Away®](#)