


Travel Itinerary



Purpose: Meetings & Training
Destination: New York City

Trip Start: 5/14/15
Trip End: 5/22/15

 DEPARTING FLIGHT								
Date	Departs	Airline	Confirm #	Departure	Gate	Arrives	Arrival	More Info
5/14/15	6:00 AM	Southwest	8DU20FG	Albuquerque -ABQ	B11	8:00 AM	Houston -HOU	CTRL+K
5/14/15	9:30 AM	Southwest	8DU20FG	Houston -HOU	B11	4:00 PM	New York City -LGA	

 CAR RENTAL						
Date	Time		Confirm #	Location	Company	More Info
5/14/15	5:35 AM	Pick Up	88369	Laguardia Airport	Avis	CTRL+K
5/22/15	8:00 PM	Drop Off		Laguardia Airport		

 HOTEL								
Date	Name	Confirm #	Street	City	Room	Check-Out	More Info	
5/14/15	Hilton	83022	1234 Madison Ave	New York City	825	5/22/2015 @ 10am	CTRL+K	

 MEETINGS AND EVENTS							
Date	Start	Venue	Street	Topic	Room	End	
5/14/15	3:30 PM	Regal Conference Hall	444 Main Street	Planning	Conference Room 6b	6:15 PM	
5/15/15	8:30 AM	Regal Conference Hall	444 Main Street	Budgeting, Contracts	Conference Room 8	4:50 PM	
5/16/15	3:30 PM	Regal Conference Hall	444 Main Street	Planning	Conference Room 6b	6:15 PM	
5/17/15	8:30 AM	Regal Conference Hall	444 Main Street	Budgeting, Contracts	Conference Room 8	4:50 PM	

 RETURNING FLIGHT								
Date	Departs	Airline	Confirm #	Departure	Gate	Arrives	Arrival	More Info
5/22/15	9:30 AM	Southwest	8DU20FG	New York City -LGA	B11	4:00 PM	Houston -HOU	CTRL+K
5/22/15	6:00 PM	Southwest	8DU20FG	Houston -HOU	B11	8:00 PM	Albuquerque -ABQ	