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



2018 Expense Report

		Chicago, IL 60605	City, State, Zip:
DATE	APPROVAL SIGNATURE	1143 S_ Plymouth Ct Unit #118	Address:
		Elizabeth J. Crowe	E
DATE	TRAVELER SIGNATURE	RAVELER NAME (LAST, FIRST, M.I.)	TRAV

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TOTAL	MISC. EXPENSES	OFFICE	DINNER	LUNCH	BREAKFAST	LODGING	\$ AMOUNT \$4.5 ¢/mile	# MI	PARKING, & TAXI FARES	AUTO RENTAL	AIRFARE & RAIL			
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Mail - Elizabeth.Crowe@cityofchicago.org

ARRIVES MDW 04:55PM Chicago (Midway)

Payment information

DEPARTS

Baltimore

BWI 03:50PM

Total cost

FLIGHT

2909

Air - W9OYYY

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

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 <u>No Show Policy</u>.

See more travel tips

Display images to show real-time content

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

Southwest Airlines

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

NOVEMBER 14 - NOVEMBER 16

BWI MDW

Chicago (Midway) to Baltimore

Confirmation # W9OYYY

PASSENGER Elizabeth Jane Crowe 372027666 **RAPID REWARDS #** TICKET # 5262403818081 October 30, 2019 EXPIRATION¹ 1,935 EST. POINTS EARNED

Rapid Rewards® points are only estimations.

Your itinerary

Flight 1: Wednesday, 11/14/2018 Est. Travel Time: 1h 40m Wanna Gei Away®

FLIGHT # 1767

DEPARTS **MDW 01:50**PM Chicago (Midway)

ARRIVES BWI 04:30PM

Baltimore

Flight 2: Friday, 11/16/2018 Est. Travel Time: 2h 5m

Confirmation date: 10/29/2018