

## Hart, Lydia

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**Subject:** RON: Hyatte Regency La Jolla  
**Location:** 3777 La Jolla Village Drive, San Diego, CA  
**Start:** Wed 1/30/2008 6:00 PM  
**End:** Thu 1/31/2008 8:30 AM  
**Show Time As:** Out of Office  
**Recurrence:** (none)

NEW!! Traveler/Travel Arranger survey on the E-Travel Management software. As part of our evaluation of the software, we would like to hear from you about your recent experience using E-Travel Management. We are asking that you take a couple of minutes to complete a brief survey on your experience using E-Travel Management. To access the survey, copy and paste the following URL into your browser window. <http://www.ies.state.pa.us/travel/cwp/view.asp?a=3&q=201337>

Trip Plan for : Ms. Kathleen McGinty  
Trip Purpose : General Business Trip  
Estimated trip price : 139.00 U.S. Dollar  
Reservation Number : YCJB7F  
Dates : January 30., 2008 to January 31., 2008  
City destination : San Diego

### HOTEL RESERVATION

Out of policy justification : PLEASE EXPLAIN BELOW REASON FOR BOOKING OUT OF POLICY - Secy McGinty is speaking at a conference located at this hotel.

Estimated price for hotel stay : 139.00 U.S. Dollar (additional taxes and charges may apply)  
Reservation spans : January 30., 2008 to January 31., 2008  
Room Type : Room type to be defined at check in time  
Traveler requirement : Non-smoking room  
Hotel chain : Hyatt Hotels  
Hotel Name : Hyatt Regency La Jolla  
Hotel Address : 3777 La Jolla Village Drive  
Zip/Postal Code : 92122  
City : San Diego  
State or Province : Ca  
Country : United States Of America  
Cancellation policy : CANCEL BY 3PM PST 24 HOURS PRIOR TO ARRIVAL  
Tel : 1-858-5521234  
Booked for : Ms. Kathleen McGinty  
Status : Confirmed  
Confirmation code : HY0009358617

Lowest nightly rate offered : 44.99 U.S. Dollar

### OUR CONTACT INFORMATION:

Commonwealth Travel Center  
800-300-8100

12239 US Route 30  
North Huntingdon PA 15642 US

Site : <http://e-travelmanagement1.amadeus.com:80/login/CWOPA/US>

Trip has been booked in Community : DEP

Reminder: The Commonwealth is exempt from the Hotel Room Rental Tax and any Local Sales, Use and Hotel Occupancy Tax. To avoid paying these taxes, employees need to present a completed PA Exemption Certificate (Form REV-1220) at check-in.