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
Trip reason detail                : Speaking at a conference & attending energy mtgs
Estimated trip price              : 852.50 U.S. Dollar
Reservation Number                : YCJB7F
  Dates                           : January 30., 2008 to February 3., 2008
City destination                  : San Diego, San Francisco
Ticketing/delivery information    : Pick-up at airport (Flight)

Vendor                            : United Airlines          Reservation
Number: P8964Y

Total fare for flight reservations : 713.50 U.S. Dollar (including tax)
```

FLIGHT RESERVATION

```
Status              : Confirmed
Flight              : United Airlines UA231
Aircraft            : Boeing 757-200
From                : Dulles International (IAD), Washington, USA
Departing           : January 30., 2008 12:36
To                  : Lindberg Fld (SAN), San Diego, USA, Terminal : 1
Arriving            : January 30., 2008 15:10
Number of stop(s)   : Non-stop
Cabin               : Coach
Seat(s)             : 12F Requested
```

FLIGHT RESERVATION

```
Status              : Confirmed
Flight              : United Airlines UA468
Aircraft            : Boeing 737-300
From                : Lindberg Fld (SAN), San Diego, USA, Terminal : 1
Departing           : January 31., 2008 13:41
To                  : San Francisco International (SFO), San Francisco,
USA, Terminal : 3
Arriving            : January 31., 2008 15:13
Number of stop(s)   : Non-stop
Cabin               : Coach
Seat(s)             : 19D Requested
```

FLIGHT RESERVATION

```
Status              : Confirmed
```

1

Flight	: United Airlines UA100
Aircraft	: Boeing 757-200
From	: San Francisco International (SFO), San Francisco,
USA, Terminal : 3	
Departing	: February 3., 2008 12:45
To	: Dulles International (IAD), Washington, USA
Arriving	: February 3., 2008 20:48
Number of stop(s)	: Non-stop
Cabin	: Coach
Seat(s)	: 22A Requested

Lowest Air In-Policy Offered : 525.00 U.S. Dollar (including tax)
  Lowest air itinerary in-policy :
     AA14330JanIADLAX1140AM0215PM
     AA308330JanLAXSAN0300PM0400PM
     AA317031JanSANLAX1210PM1255PM
     AA195431JanLAXSFO0215PM0335PM
     AA192303FebSFOLAX1205PM0130PM
     AA14403FebLAXIAD0250PM1035PM

Lowest Air Offered : 525.00 U.S. Dollar (including tax)

Highest Air Offered : 713.50 U.S. Dollar (including tax)

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.

Hart, Lydia

From:	HOLIDAY TRAVEL INTERNATIONAL (AGENTID01227008) [emailserver@pop3.amadeus.net]
Sent:	Friday, January 18, 2008 4:47 PM
To:	Failor, Debra L
Subject:	MCGINTY/KATHLEEN MS(ADT) 30JAN IAD

MCGINTY/KATHLEEN MS(ADT) 30JAN IAD

THIS DOCUMENT IS AUTOMATICALLY GENERATED.
PLEASE DO NOT RESPOND TO THIS MAIL.

```
HOLIDAY TRAVEL INTERNATIONAL            INVOICE 0001028635
12239 US ROUTE 30                       DATE 18JANUARY08
NORTH HUNTINGDON PA 15642               BOOKING REF YCJB7F
                                        AGENT AA/JE
TELEPHONE: 800 300-8100
FAX      : 724 863-8839                 MCGINTY/KATHLEEN MS

    SAP

ACCOUNT NUMBER 0000035
```

SERVICE	DATE	FROM	TO	DEPART	ARRIVE
UNITED AIRLINES UA 231 W ECONOMY	30JAN WEDNESDAY	WASHINGTON DC DULLES INTL AIRCRAFT: SEAT 12F CONFIRMED	SAN DIEGO CA LINDBERG FLD BOEING 757-200	1236P	310P

CLICK HERE FOR SAN DIEGO CITY INFO, TRANSFERS & EVENTS

```
HOTEL       CHECK-IN : 30JAN HYATT REGENCY LA JOLLA
            CHECK-OUT: 31JAN 3777 LA JOLLA VILLAGE DRIVE
                             SAN DIEGO, CA 92122
                  TELEPHONE: 1-858-5521234
               CONFIRMATION: HY0009358617
         139.00 USD PER NIGHT STARTING 30JAN FOR 01 NIGHT
   BASE TOTAL RATE EXC. TAX: 139.00 USD STARTING 30JAN FOR 01 NIGHT
         CANCELLATION POLICY: CANCEL BY 3PM PST 24 HOURS PRIOR TO ARRIVAL
                              ADDITIONAL CHARGES MAY APPLY
```

SERVICE	DATE	FROM	TO	DEPART	ARRIVE
UNITED AIRLINES UA 468 S ECONOMY	31JAN THURSDAY	SAN DIEGO CA LINDBERG FLD AIRCRAFT: SEAT 19D CONFIRMED	SAN FRANCIS CA INTL BOEING 737-300	141P	313P

CLICK HERE FOR SAN FRANCISCO CITY INFO, TRANSFERS & EVENTS

SERVICE	DATE	FROM	TO	DEPART	ARRIVE
UNITED AIRLINES UA 100 Q ECONOMY	03FEB SUNDAY	SAN FRANCIS CA INTL AIRCRAFT:	WASHINGTON DC DULLES INTL BOEING 757-200	1245P	848P

1/29/2008

SEAT 22A CONFIRMED

CLICK HERE FOR WASHINGTON CITY INFO, TRANSFERS & EVENTS

MISCELLANEOUS   03JUL WASHINGTON DC
                       THURSDAY AMADEUS HOLD LINE/JE

```
        AIR FARE 634.42      TAX  79.08    AIR TOTAL USD      713.50
                                          SERVICE FEE USD       8.00
                                          INVOICE TOTAL USD   721.50
```

PAYMENT: VI XXXXXXXXXXXX2975/EXP0708   055331

RESERVATION NUMBER(S) UA/P8964Y

ETKT:UA 016 7032847882

AIRLINE RESERVATIONS MUST BE CANCELLED BEFORE FLIGHT DEPARTS TO
AVOID NO-SHOW OR YOUR TICKET WILL HAVE NO VALUE
TICKETS ARE NON REFUNDABLE/PENALTIES WILL APPLY FOR CHANGES
ANY CHANGES MUST BE MADE BY DEPARTURE DATE
TICKETS ARE NON REFUNDABLE/PENALTIES WILL APPLY FOR CHANGES
ANY CHANGES MUST BE MADE BY DEPARTURE DATE
****
COMMONWEALTH TVL BUSINESS HOURS 8A-5P CALL 800-300-8100
EMERGENCY ONLY AFTER HOURS 800-599-2459 VIT CODE E8010
****
$29.00 DOMESTIC/$49.00 INTL NON REFUNDABLE SERVICE FEE
SAP RESERVATIONS SERVICE FEE IS $8.00 PER TRANSACTION
               GOVERNMENT ISSUED PHOTO ID REQUIRED
          ****
       IT IS THE TRAVELERS RESPONSIBILITY TO RECONFIRM YOUR
           FLIGHTS PRIOR TO DEPARTURE WITH THE AIRLINE
          ****
              ALL TICKETS ARE NON-TRANSFERABLE
          ****
        WE VALUE YOUR OPINION. SUBMIT A SURVEY ONLINE AT
        WWW.HTICORPORATE.COM/PASURVEY.HTML   THANK YOU.

CLICK THE FOLLOWING LINK TO ACCESS YOUR ONLINE ITINERARY:

WWW.CHECKMYTRIP.COM/CMTSERVLET?R=YCJB7F&L=US&N=MCGINTY

1/29/2008

Subject:	Flight from San Diego to San Francisco - UA 468
Location:	Departs @ 1:41pm
Start:	Thu 1/31/2008 1:30 PM
End:	Thu 1/31/2008 3:30 PM
Show Time As:	Out of Office
Recurrence:	(none)

Reservation
modified

MCGINTY/
1LEEN MS(ADT) 30J