

Invoice Booking Reference **RHZZBE**

Trip ID - **11662818954**

Passenger Name(s)

FENG/CHAO

V-CJACO

Agent LS

American Express Global Business Travel  
Microsoft Travel  
14335 NE 24th St., B202  
Bellevue, WA 98007  
Phone: +1 (669) 210-8041

BILLING CODE : 1010-00000000-722003-1562308

Invoice Information

Invoice Date	03 July 2019
Invoice	0230575
Dossier / Booking Number	RHZZBE-1S

Invoice Details

Ticket Number	0067377131859
Airline Name	DELTA AIR LINES INC
Passenger Name	FENG/CHAO
Flight Details	10 Jul 2019 DELTA AIRLINES 5835 K Class SAN JOSE,CA/SEATTLE-TACOMA,WA 12 Jul 2019 DELTA AIRLINES 2252 K Class SEATTLE-TACOMA,WA/SAN JOSE,CA

Charges

Ticket Base Fare	294.14
Ticket Tax Fare	50.66
Total (USD) Ticket Amount	344.80


Credit Card Information

Charged to Card	AX XXXXXXXXXXXX1006	344.80
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Payment Details

Charged by Airline	344.80
Total Invoice Charge	USD 344.80

Wednesday 10 July 2019

 07:56 PM

**San Jose (SJC) to Seattle (SEA)**

**Airline Booking Ref:** GMVO6J  
**Carrier:** DELTA AIR LINES INC   **Flight:** DL 5835   **Status:** Confirmed  
**Operated By:** COMPASS DBA DELTA CONNECTION  
**Origin:** San Jose, CA, San Jose Intl Arpt (SJC)  
**Departing:** Wednesday 10 July 2019 at 07:56 PM      **Departure Terminal:** TERMINAL A  
**Destination:** Seattle, WA, Seattle Tacoma Intl Arpt (SEA)  
**Arriving:** Wednesday 10 July 2019 at 10:10 PM      **Arrival Terminal:** Not Applicable

**Additional Information**

<b>Class:</b> ECONOMY	<b>Distance:</b> 699 Miles	<b>Estimated Time:</b> 02 hours 14 minutes
<b>Aircraft Type:</b> Embraer 175	<b>Seat:</b> 18B	
<b>Meal Service:</b> No meals		
<b>Frequent Flyer Number:</b> Not Applicable		
<b>Number of Stops:</b> 0		

 10:10 PM

**ADDISON LEE**

**Phone:** 888-888-5466  
**Pickup:**  
    **Location:** BAGGAGE CLAIM 10JUL  
    **Date and Time:** Wednesday 10 July 2019 at 10:10 PM  
**Drop Off:**  
    **Location:** COURTYARD BELLEVUE DOWNTOWN D  
    **Date and Time:** Wednesday 10 July 2019  
**Rate:** \$127.20  
**Reference Number:** 1905306218  
**Status:** Confirmed  
LIMO CANCEL POLICY 2 HOURS PRIOR  
UPON COLLECTING YOUR LUGGAGE AT AIRPORT. DRIVER WILL  
GREET YOU IN THE BAGGAGE CLAIM AREA.  
CAR SERVICE WILL BILL MICROSOFT DIRECTLY  
GRATUITY IS ALREADY INCLUDED.




**COURTYARD BELLE DWTN MARRIOTT**

**Address:** 11010 NE 8TH ST, Bellevue, WA, 98004, US  
    **Phone:** (1) 425-4545888      **Fax:** (1) 425-4555880  
**Check In Date:** Wednesday 10 July 2019  
**Check Out Date:** Friday 12 July 2019  
**Number Of Nights:** 2  
    **Rate:** USD 180.00 per night may be subject to local taxes and service charges  
    **Guaranteed to:** AX XXXXXXXXXXXX9550  
    **Reference Number:** 71124319      **Status:** Confirmed      **Number Of Rooms:** 1

**Additional Information**

<b>Membership ID:</b> Not Applicable	<b>Corporate Id:</b> Not Applicable
CANCEL PERMITTED UP TO 2 DAYS BEFORE CHECKIN	
CONFERMA DEPLOYMENT 33420616	
HOTEL IS DIRECT BILLED TO MICROSOFT	
TRAVELER MUST CARRY A MAJOR CREDIT CARD FOR	
INCIDENTAL CHARGES NOT PAID FOR BY MICROSOFT	
Conferma Deployment 33420616	

Friday 12 July 2019

01:05 PM

### Seattle (SEA) to San Jose (SJC)

**Airline Booking Ref:** GMVO6J  
**Carrier:** DELTA AIR LINES INC   **Flight:** DL 2252   **Status:** Confirmed  
**Operated By:** DELTA AIR LINES INC  
**Origin:** Seattle, WA, Seattle Tacoma Intl Arpt (SEA)  
**Departing:** Friday 12 July 2019 at 01:05 PM      **Departure Terminal:** Not Applicable  
**Destination:** San Jose, CA, San Jose Intl Arpt (SJC)  
**Arriving:** Friday 12 July 2019 at 03:19 PM      **Arrival Terminal:** TERMINAL A

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**Additional Information**

<b>Class:</b> ECONOMY	<b>Distance:</b> 699 Miles	<b>Estimated Time:</b> 02 hours 14 minutes
<b>Aircraft Type:</b> UNKNOWN	<b>Seat:</b> 24B	
<b>Meal Service:</b> No meals		
<b>Frequent Flyer Number:</b> Not Applicable		
<b>Number of Stops:</b> 0		

Additional Messages

Microsoft Travel Hours Of Operation M-F 700a-600P PST  
We Appreciate The Opportunity To Serve Your Travel Needs  
\*\*\*\*\*

Contact Us Directly For Travel Emergencies  
\*\* Phone 669-210-8041 Code S-V3ph \*\*  
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Microsoft Employees Ww Medical Assistance Us 888-946-6738  
International Call Collect 253-946-6738  
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Due To Heightened Security At Domestic Us Airports  
Please Plan To Check-In For Domestic Flights 2 Hours  
Prior To Departure 3 Hours Prior For Intl Flights  
Valid Government Issued Photo Id Required At Check In  
Electronic Ticket - No Flight Coupons Will Be Issued.  
Changes To This Itinerary May Increase The Fare.  
Ticket Is Nonrefundable/Change Subject To Fee.  
Special Negotiated Fare. Ticket Not Valid On Other Airline.  
\*\*\*\*\*

Please Be Advised That Certain Mandatory Hotel-Imposed  
Charges Including But Not Limited To Daily Resort Or  
Facility Fees May Be Applicable To Your Stay And Payable  
To The Hotel Operator At Check-Out From The Property.  
You May Wish To Inquire With The Hotel Before Your Trip  
Regarding The Existence And Amount Of Such Charges.

IMPORTANT INFORMATION

For important information regarding your booking, in particular, in relation to the conditions applying to your booking, managing your booking and travel advisory, please refer to [www.amexglobalbusinesstravel.com/booking-info](http://www.amexglobalbusinesstravel.com/booking-info).

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