

Travel Itinerary



Purpose: Meetings & Training

Trip Start: 5/14/15

Destination: New York City

Trip End: 5/22/15



DEPARTING FLIGHT

Date	Departs	Airline	Confirm #	Departure	Flight #	Arrives	Arrival	More Info
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[CTRL+k](#)



CAR RENTAL

Date	Time	Confirm #	Location	Company	More Info
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Pick Up

[CTRL+k](#)

Drop Off



HOTEL

Date	Name	Confirm #	Street	City	Room	Check-Out	More Info
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[CTRL+k](#)



MEETINGS AND EVENTS

Date	Start	Venue	Street	Topic	Room	End
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RETURNING FLIGHT

Date	Departs	Airline	Confirm #	Departure	Flight #	Arrives	Arrival	More Info
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Travel Itinerary Template



By Vertex42.com

<http://www.vertex42.com/ExcelTemplates/travel-itinerary-template.html>

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