From: noreply@trondent.com

Subject: Attestation Required for your trip to Cairo, Egypt on 08 December, 2020

Date: June 9, 2020 at 9:55:38 AM CDT To: Stevenson.Diane@acmecorp.com

We have recorded that you have booked the below trip for travel on 08 December 2020 to Cairo, EGYPT (Summary Below).

Currently, corporate policy requires that regardless of local regulations, all travelers maintain social distancing of 6 feet(2 meters) for the duration of their trip. Masks are to be worn at all times while indoors. Travelers may not dine inside restaurants. These company restrictions apply even if your destination has relaxed local rules. To view the latest company travel policy, please use the following link www.acmecorp/travel-policy. If you have any questions regarding current requirements, please contact the Travel Department at 555-555-5555 or email traveldept@acmecorp.com.

You must attest that you have read and understand these rules by clicking the Approve link below. Failure to click Approve within 2 hours from receipt of this email will cause your booking to be canceled. Fares are not guaranteed until ticketed. **To enter your decision, please click on the Approve or Decline link below**

Security maintains a risk level of 1 (Low risk) - 5 (High risk). Your destination risk level is: 3



Decline

If you select "Approve", your trip request details will be forwarded to your manager for approval.

Trips Summary

RLOC Name	Destination	Trip Dates
EIYMRD DIANE STEVENSON	Cairo, EGYPT	08 Dec 2020
Current Option:	Airfare:4079.00 USD	

Hotel:277.00 USD

Car:109.00 USD

Reason: Air: Higher price carrier

Hotel: Hotel chosen for location near client

Car: Traveling with 3 or more people

Alternate Options: Option 1: 3029.00 USD

Option 2: 2769.00 USD

Policy Rules Performed:

- Begin travel policy checks. -
- * Out of Policy * Destination is MEDIUM RISK. Approve only if traveler is qualified
- In Policy Advanced purchase date is within policy.
- * Out of Policy * Seat choice is not economy.
- * Out of Policy * Missed savings is over policy threshold.

Hotel Segment Checks:

- In Policy Preferred hotel vendor selected.
- ** Out of Policy ** Hotel rate is over policy threshold.

Car Segment Check:

- In Policy - Car rate in policy.