



Corporate Card Statement of Account

**Sign-up For
Online Statements**

www.americanexpress.com/gopaperless

Prepared For
KEVIN SMITH
UNIDOS US

Account Number
XXXX-XXXXX4-81001

Closing Date
01/28/25

Page 1 of 3

| Previous Balance \$ | New Charges \$ | Other Debits \$ | Payments \$ | Other Credits \$ | Balance Due \$ |
|---------------------|----------------|-----------------|-------------|------------------|-----------------------|
| 894.00 | 1,332.96 | 0.00 | 894.00 | 0.00 | 1,332.96 |

For important information regarding your account refer to page 2.

Please submit all outstanding expenses.

To manage your Account online or to pay your bill, please visit us at corp.americanexpress.com. For additional contact information, please see the reverse side of this page.

▼ Please fold on the perforation below, detach and return with your payment ▼

Do not staple or use paper clips

Payment Coupon

Account Number 3794-185294-81001

KEVIN SMITH
UNIDOS US
14409 MEADOW MILL WA
GLENWOOD MD 21738

Payable upon receipt in U.S. Dollars.
Enter 15 digit account number on all payments.
Amount Due \$1,332.96
Checks or drafts must be drawn against banks located in the U.S.

Mail Payment to:

See reverse side for instructions on how to update your address, phone number, or email.

AMERICAN EXPRESS
PO BOX 96001
LOS ANGELES CA 90096-8000
|||||

0000379418529481001 000133296000133296 2&H

Payments: Your American Express® Corporate Card statement is payable in full upon receipt. Payments received after 5:00pm may not be credited until the next day. Payments must be sent to the payment address shown on your statement and must include the remittance coupon from your statement. Payments must be made in US currency, with a single draft or check drawn on a US bank and payable in US dollars or with a single negotiable instrument payable in US dollars and clearable through the US banking system, or through an electronic payment method clearable through the US banking system. Your Account number must be included on or with all payments. If payment does not conform to these requirements, crediting may be delayed and additional Charges may be imposed. If we accept payment made in a foreign currency, we will choose a conversion rate that is acceptable to us to convert your remittance into US currency, unless a particular rate is required by law. Please do not send post-dated checks. They will be deposited upon receipt. Our acceptance of any payment marked with a restrictive legend will not operate as an accord or satisfaction without our express prior written approval.

Authorization for Electronic Debit: We will process checks electronically, at first presentment and any re-presentments, by transmitting the amount of the check, routing number, account number and check serial number to your financial institution, unless the check is not processable electronically or a less costly process is available. By submitting a check for payment, you authorize us to initiate an electronic debit from your bank or asset account. When we process your check electronically, your payment may be debited to the bank or asset account as soon as the same day we receive your check, and you will not receive that cancelled check with your bank or asset account statement. If we cannot collect the funds electronically we may issue a draft against the bank or asset account for the amount of the check. If you currently send in an individual payment for expenses on the Corporate Card, please note that you are eligible to pay your bill online.

Authorization for Electronic Payments: By using Pay By Computer, Pay By Phone or any other electronic payment service of ours, you will be authorizing us to initiate an electron debit to the financial account you specify in the amount you request. Payments received after 5:00pm may not be credited until the next day.

Transactions Made in Foreign Currencies: If you incur a Charge in a foreign currency, it will be converted into US dollars on the date it is processed by us or our agents. Unless a particular rate is required by applicable law, we will choose a conversion rate that is acceptable to us for that date. Currently the conversion rate that we use for a Charge in a foreign currency is no greater than (a) the highest official conversion rate published by a government agency, or (b) the highest interbank conversion rate identified by us from customary banking sources, on the conversion date or the prior business day, **in each instance increased by 2.5%**. This conversion rate may differ from rates in effect on the date of your Charge. Charges converted by establishments (such as airlines) will be billed at the rates such establishments use.

In Case of Errors or Questions About Your Bill: If you think your bill is incorrect, or if you need more information about a transaction on your bill, please call 1-800-528-2122 or the number on the back of your Card. You can also write us on a separate sheet of paper at the Customer Service address noted to the right. Requests for refunds of credit balances (designated "CR") should be made by calling us at 1-800-528-2122 or the number on the back of your Card. Billing disputes can also be initiated online. This applies to Corporate Cards only, not Cards issued under the Corporate Defined Express Program.

In Case of Errors or Questions About Electronic Transfers: Please contact us by calling 1-800-IPAY-AXP for Pay By Phone, Pay By Computer issues and automatic payment issues.

When Contacting Us Regarding Errors or Questions: We must hear from you no later than 60 days after we send you the first bill on which the error or problem appeared. When contacting us, please give us the following information: 1. Your name and account number; 2. The dollar amount of the suspected error; 3. Describe why you believe there is an error. If you need more information, describe the item you are unsure about. You do not have to pay any amount in question while we are investigating, but you are still obligated to pay the parts of your bill that are not in question. While we investigate your question, we cannot report you as delinquent or take any action to collect the amount you question.



Manage your Card account online at:
americanexpress.com/
checkyourbill



For all further inquiries or to pay by phone, please call the number on the back of your Card.

If your Card has been lost or stolen, please call 1-800-528-2122

International Collect:
1-336-393-1111

Hearing Impaired Services:
Dial Relay 711 and
1-800-528-2122

Large Print and Braille Statements:
1-800-528-2122



Customer Service
P.O. Box 981531
El Paso, TX
79998-1531

Payments
PO BOX 96001
LOS ANGELES CA 90096-
8000

Change of Address, phone number, email

- Online at www.americanexpress.com/updatecontactinfo
- Via Mobile device
- Voice automated: call the number on the back of your card
- For Name, Company Name, and Foreign Address or Phone changes, please call Customer Care

Please do not add any written communication or address change on this stub.



Prepared For
KEVIN SMITH
 UNIDOS US

Account Number
 XXXX-XXXXX4-81001

Closing Date
 01/28/25

Activity Date reflects either transaction or posting date

| Card Number | XXXX-XXXXX4-81001 | Reference Code | Amount \$ |
|-------------|--|----------------|-----------|
| 01/17/25 | CORPORATE REMITTANCE RECEIVED 01/17 | | -894.00 |
| 01/07/25 | SOUTHWEST AIRLINES (DALLAS TX TKT# 5262596367029 AIRLINE/AIR C 01/06/25 PASSENGER TICKET SMITH/KEVIN SOUTHWEST AIRLINES (MAS SOUTHWEST AIRLINES (DALLAS TX FROM BALTIMORE MD TO CARRIER CLASS LOS ANGELES CA WN K TO BALTIMORE MD WN B TO UNAVAILABLE YY 00 TO UNAVAILABLE YY 00 | 79003827940 | 1,297.96 |
| 01/16/25 | LAZ PARKING M07108 0 WASHINGTON DC REF# 000000000322 202-721-8455 01/15/25 PARKING FEES ROC NUMBER 000000000322 | 00000000032 | 20.00 |
| 01/17/25 | ONE PARKING 716 INC WEST PALM BEA FL REF# 730110050169 AR@ONEPARKING.C 01/16/25 ROC NUMBER 7301100501690001 | 73011005016 | 15.00 |

| | | |
|------------------------------|--------------------------|----------|
| Total for KEVIN SMITH | New Charges/Other Debits | 1,332.96 |
| | Payments/Other Credits | -894.00 |

From: [Kevin Smith](#)
To: [Pamela Rodriguez](#)
Subject: FW: You're going to Los Angeles on 02/06 (28HQR8)! \$1297.96
Date: Monday, January 6, 2025 10:52:14 PM
Attachments: [image001.png](#)

Hi Pam - My LA flight information is listed below. Please let me know if you have any questions. Kind regards, Kevin

Kevin Smith | Chief Financial Officer | Finance

UNIDOSUS

T 202.776.1566 | M 410.999.5222 | ksmith@unidosus.org

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From: Southwest Airlines <southwestairlines@ifly.southwest.com>
Sent: Monday, January 6, 2025 9:52 PM
To: Kevin Smith <ksmith@unidosus.org>
Subject: You're going to Los Angeles on 02/06 (28HQR8)!

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Here's your itinerary & receipt. See ya soon!
[View in web browser](#) | [View our mobile site](#)

[Manage Flight](#) | [Flight Status](#) | [My Account](#)

Travel notice

REAL ID Requirement: Do you have a REAL ID? Beginning May 7, 2025, you will need a state-issued REAL ID compliant license or identification card, or another acceptable form of ID (such as a U.S. Passport), to fly within the United States. Visit www.tsa.gov for a list of acceptable forms of ID and additional information regarding REAL ID requirement.



Hi Kevin,

We're looking forward to flying together! It can't come soon enough. Below you'll find your itinerary, important travel information, and trip receipt. See you onboard soon!

FEBRUARY 6 - FEBRUARY 17

BWI  **LAX**

Baltimore to Los Angeles

Confirmation # **28HQR8**

Confirmation date: 01/06/2025

PASSENGER **Kevin Smith**

RAPID REWARDS # 125263283

TICKET # 5262596367029

EST. POINTS EARNED 14,148

Rapid Rewards® points are only estimations.

Your itinerary

Flight 1: Thursday, 02/06/2025 Est. Travel Time: 6h 10m Business Select®

| | DEPARTS | | ARRIVES |
|---------------|---------------------------------|---|-----------------------------------|
| FLIGHT # 4843 | BWI 08:40AM Baltimore |  | LAX 11:50AM Los Angeles |

Flight 2: Monday, 02/17/2025 Est. Travel Time: 4h 55m Business Select®

| | DEPARTS | | ARRIVES |
|---------------|-----------------------------------|---|---------------------------------|
| FLIGHT # 1937 | LAX 06:15AM Los Angeles |  | BWI 02:10PM Baltimore |

Payment information

Total cost

| | |
|-----------------------------|--------------------|
| Air - 28HQR8 | |
| Base Fare | \$ 1,178.94 |
| U.S. Transportation Tax | \$ 88.42 |
| U.S. 9/11 Security Fee | \$ 11.20 |
| U.S. Flight Segment Tax | \$ 10.40 |
| U.S. Passenger Facility Chg | \$ 9.00 |
| Total | \$ 1,297.96 |

Payment

January 6, 2025
Payment Amount **\$1,297.96**
Amer Express ending in 1001

Fare rules: If you decide to make a change to your current itinerary it may result in a fare increase.

Your ticket number : 5262596367029

All your perks, all in one place. (Plus a few reminders.)



Business Select® fare: Your two bags fly free®, no change or cancel fees, 12X Rapid Rewards® points, refundable, A1-A15 priority boarding, and free Inflight Internet. [Learn more.](#)



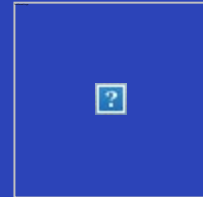
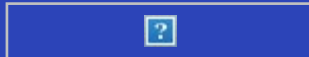
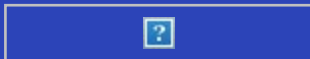
Make sure you know [when to arrive at your airport](#). Times vary by city.



If your plans change, cancel your reservation at least 10 minutes before original scheduled departure time and request your refund. If you don't cancel your reservation in time, you'll receive a [Transferable Flight Credit™](#).

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5262596367029: NONTRANSFERABLE -BG WN BWI WN LAX780.63WN BWI398.31USD1178.94END ZP BWI5.20LAX5.20 XF BWI4.5LAX4.5

KLN0E8K
BLNUP8I

If you do not plan to travel on your flight: In accordance with Southwest's No-Show Policy, if you are not planning to travel on any portion of this itinerary, please cancel your reservation at least 10 minutes prior to the scheduled departure time of your flight. Any Customer who fails to cancel reservations for a Wanna Get Away® or Wanna Get Away Plus™ fare segment

at least ten (10) minutes prior to the scheduled departure time and who does not board the flight will be considered a no-show, and all remaining unused Wanna Get Away or Wanna Get Away Plus funds will be forfeited. All remaining unused Business Select® or Anytime funds will be converted to a flight credit. If you no-show for your reward travel reservation, the points will be redeposited to the purchaser's Rapid Rewards® account. Any taxes and fees associated with your reward travel reservation will be held for future use in the form of a flight credit. **Starting July 1, 2023 (12:00 a.m. CT)**, for Wanna Get Away® or Wanna Get Away Plus™ reward travel reservations (booked with points): If you do not cancel your reservation at least 10 minutes before the flight's original scheduled departure time, any points used for booking will be forfeited, along with any taxes and fees associated with your reward travel reservation. For Anytime or Business Select® reward travel reservations: the points used for booking will be redeposited to the purchaser's Rapid Rewards® account, and any taxes and fees associated with the reward travel reservation will be converted into a Transferable Flight Credit™ for future use.

Prohibition on Multiple/Conflicting Reservations: to promote seat availability for our Customers, Southwest® prohibits multiple reservations for the same Passenger departing from the same city on the same date, or any multiple reservations containing conflicting or overlapping itineraries (such as departures for the same Customer from multiple cities at the same time). Furthermore, without advance notice to the Passenger or purchaser, Southwest may cancel such reservations, or any other reservations that it believes, in its sole discretion, were made without intent to travel. With the exception of Southwest gift cards, funds from proactively canceled reservations by Southwest will be returned to the original form of payment. Reservations paid for with a Southwest gift card will have the amount applied from the gift card held as a flight credit for use by the Customer on a future Southwest Airlines® flight.

If you have purchased a refundable fare and choose not to travel, you must request your refund to the original payment for within 1 year of ticket issuance.

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See [Southwest Airlines Co. Notice of Incorporation](#)

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Southwest Airlines
2702 Love Field Drive
Dallas, TX 75235
[1-800-I-FLY-SWA \(1-800-435-9792\)](tel:1-800-I-FLY-SWA)

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