



Corporate Card Statement of Account

**Sign-up For
Online Statements**

www.americanexpress.com/gopaperless

Prepared For
LEANNE M RYDER
UNIDOS US

Account Number
XXXX-XXXXX1-11002

Closing Date
03/30/25

Page 1 of 3

Previous Balance \$	New Charges \$	Other Debits \$	Payments \$	Other Credits \$	Balance Due \$
64.55	530.21	0.00	64.55	0.00	530.21

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 3794-219391-11002

LEANNE M RYDER
UNIDOS US
680 RHODE ISLAND AVE
WASHINGTON DC 20002-1269

Payable upon receipt in U.S. Dollars.
Enter 15 digit account number on all payments.
Amount Due \$530.21
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
|||||

0000379421939111002 000053021000053021 30HH

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
LEANNE M RYDER
 UNIDOS US

Account Number
 XXXX-XXXXX1-11002

Closing Date
 03/30/25

Activity Date reflects either transaction or posting date

Card Number XXXX-XXXXX1-11002		Reference Code	Amount \$
03/17/25	CORPORATE REMITTANCE RECEIVED 03/17		-64.55
03/01/25	UNITED AIRLINES HOUSTON TX TKT# 01624644211352 CONTINENTAL 02/28/25 PASSENGER TICKET RYDER/LEANNEM UNITED AIRLINES UNITED AIRLINES HOUSTON TX FROM DULLES ARPT DC TO CARRIER CLASS SAN ANTONIO TX UA 00 TO HOUSTON TX IAH UA 00 TO DULLES ARPT DC UA 00 TO UNAVAILABLE YY 00	05992235000	262.16
03/04/25	EB *SUPERVISING FOR SAN FRANCISCO CA C9WXKZWK 11901733013 94105 03/04/25 ROC NUMBER C9WXKZWK		249.00
03/17/25	CLDTKN AMAZON MKTPL*QZ6PA1F AMZN.COM/BILL W REF# DLT9AOG2I8WV MERCHANDISE 03/17/25		19.05
Total for LEANNE M RYDER		New Charges/Other Debits	530.21
		Payments/Other Credits	-64.55

View order details

Order date	Mar 17, 2025
Order #	113-2337129-2157836
Order total	\$19.05 (2 items)

Cancel items [>](#)

Arriving tomorrow



Ailun 3 Pack Screen Protector for iPhone 14 [6.1 inch] + 3 Pack Cam...

Sold by: [Ailun Authorized](#)

\$7.98



JETech Case for iPhone 14 6.1-Inch, Non-Yellowing Shockproof Phone...

Sold by: [PCAccessory_JETech_Authorized](#)

\$9.99

Track package [>](#)

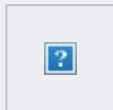
Write a product review [>](#)

Buy it again [>](#)

Change Payment Method [>](#)

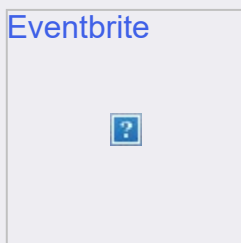
From: [Eventbrite](#)
To: [Leanne Ryder](#)
Subject: Order Confirmation for Supervising for Success: Challenges and Changes (2 sessions)
Date: Tuesday, March 4, 2025 1:18:56 PM

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.

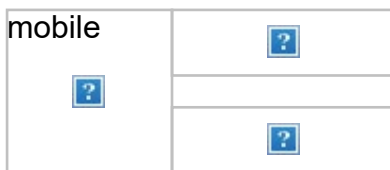


Eventbrite

Your Tickets for Supervising for Success: Challenges and Changes (2 sessions)



**Leanne,
you've got tickets!**



View and save your tickets before the event

Your tickets are not in this email. Access your tickets in the [Eventbrite app](#) before your event, and stash them in your phone's digital wallet for the fastest entry!

Or, to access via web, go to the **Tickets section** in your account on [Eventbrite.com](#) to view and download a Printable PDF of your tickets.

Supervising for Success: Challenges and Changes (2 sessions)

Supervising for Success: Challenges and Changes (2 sessions)



1 x Ticket

Order total: 249.00 USD



Thursday, June 12, 2025 from 9:00 AM to 12:00 PM (PT)

Add to [Google](#) · [Outlook](#) · [iCal](#) · [Yahoo](#)

Additional Information

Center for Nonprofit Management has provided the following information:
Your registration has been confirmed! Please save this email for future reference.

Thank you for registering for our interactive **two-session** virtual seminar, Supervising for Success: Challenges and Change. We are excited to have you join us and look forward to your participation.

To help with your planning, we encourage you to add the seminar details to your calendar:

Seminar Details:

-

Dates: Thursday, June 12 and Thursday, June 26, 2025

-

Time: 9:00 AM - 12:00 PM PST

-

Zoom Meeting Link:

-

[https://us02web.zoom.us/j/85180517670?
pwd=bfwV8JRSczacuyI3YOW3QJP1GvpIEL.1](https://us02web.zoom.us/j/85180517670?pwd=bfwV8JRSczacuyI3YOW3QJP1GvpIEL.1)

-

Meeting ID: 851 8051 7670

-

Passcode: 764669

Important Things to Note:

-

Eventbrite will only create a calendar entry for the first session, so please add the second session manually.

-

Join the seminar 5 minutes before the start for any necessary Zoom updates or tech checks, and change your Zoom username to the name and organization you used to register.

-

Stay on mute unless speaking, and if you need to step away, please mute and turn off your video.

-

Use reactions and chat features like Raise Hand, Thumbs Up, and the chat for questions and comments.

-

This seminar will not be recorded to create a space for open discussion and questions.

-

All seminar materials (slides, handouts, links, etc.) will be emailed to participants after the seminar.

If you have any questions or need further assistance, please don't hesitate to contact us at aavalos@cnmsocal.org. We're looking forward to a productive and engaging seminar!

Best regards,

Alicia K. Avalos

Senior Learning Integration Manager

CNM

Questions about this event?

[Contact the organizer](#)

[View event details](#)

Order Summary

Order #11901733013 - March 4, 2025

\$249.00 paid by American Express

Appears on your card statement as EB *Supervising for Su

Leanne Ryder	1 x Early Bird Registration	\$249.00
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249.00 USD

[View and manage your order](#) in your Eventbrite account.

[Contact the organizer](#) for any questions related to this purchase.

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Eventbrite



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535 Mission Street, 8th Floor San Francisco, CA 94105

Professional Development Fund Request Form

USER INSTRUCTIONS

Form Purpose: Use this form to request approval for professional development activities.

How to Complete this Form: Fill out this form, to include manager and component VP signature and submit to HR.

Deadline: This form must be received and approved at least one month in advance of the professional development activity.

Upon Completion of Activity: Submit Certification of Completion or another related document to HR to include in personnel file.

EMPLOYEE INFORMATION

Name: _____

Date: _____

PROFESSIONAL DEVELOPMENT PLAN DETAILS:

Name of training/workshop/conference: _____

Training/workshop/conference Provider: _____

Date(s): _____

Location: _____

Provide details describing objectives, topics, and content that should be covered during this activity.

Explain briefly what you intend to learn or gain (personally and/or professionally) from attending this activity.

How does this training/development relate to your primary role at UnidosUS?

(Managers only) How will your attendance at this activity benefit the staff you supervise or the people you work with?

PROJECTED EXPENDITURE:

Registration cost: _____

APPROVAL:

Employee signature: _____ Date: _____

Manager signature: _____ Date: _____

VP signature: _____ Date: _____

HR signature: _____ Date: _____

Please note: The Professional Development Fund is subject to annual company budgets established for external trainings and memberships. Expenses up to \$1000 per fiscal year approved by your manager/VP will be covered by HR (CC 1811-10)

From: [United Airlines](#)
To: [Leanne Ryder](#)
Subject: Your United Airlines booking confirmation – HRWZP0
Date: Friday, February 28, 2025 3:26:01 PM

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.

United Airlines



<!--[if gte mso]>

<![endif]-->

Thanks Leanne for choosing United!

Confirmation number: HRWZP0

<!--[if gte mso]>

<![endif]-->

You'll receive a second email with your receipt once we're done processing your reservation. If you don't receive your receipt with 24 hours, [contact us](#) .

<!--[if gte mso]>

<![endif]-->

Manage my trip

Purchase summary

Fare	\$688.66
Taxes and Fees	\$91.95
Total	\$780.61

Credit card payment: \$262.16 (American Express **1002)

Future flight credit applied: \$518.45

<!--[if gte mso]>

<![endif]-->

Flight to San Antonio

Apr 11, 2025

Nonstop

12:55 PM

3:47 PM

IAD

----- 3h 52m -----

SAT

Washington, DC, US

San Antonio, TX, US

FLIGHT INFO

Duration: 3h 52m

UA 6179 Operated by Mesa Airlines dba United Express

Embraer E175

United Economy

Snacks for Purchase

<!--[if gte mso]>

<![endif]-->

<!--[if gte mso]>

<![endif]--><!--[if gte mso]>

<![endif]-->

Flight to Washington

Apr 12, 2025

1 Connection

Change of Terminal

4:16 PM

5:25 PM

SAT

----- 1h 9m -----

IAH

San Antonio, TX, US

Houston, TX, US

FLIGHT INFO

Duration: 1h 9m

UA 5785 Operated by SkyWest dba United Express
Embraer E175
United Economy
Meals are not offered for this flight

CONNECTION:

6:10 PM

10:19 PM

IAH

3h 9m

IAD

Houston, TX, US

Washington, DC, US

FLIGHT INFO

Duration: 3h 9m

UA 2237

Airbus A319

United Economy

Snacks for Purchase

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<![endif]-->

<!--[if gte mso]>

<![endif]--><!--[if gte mso]>

<![endif]-->

Travelers

Leanne Ryder

Frequent flyer: UA-****348

Seats:

Known Traveler/Pass ID: *****

IAD to SAT: 21B

SAT to IAH: 22C

IAH to IAD: 30D

<!--[if gte mso]>

<![endif]-->

Calculate bag charges

FLIGHT	FIRST BAG	SECOND BAG	WEIGHT PER BAG
Washington, DC, US (IAD - Dulles) to San Antonio, TX, US (SAT) April 11, 2025	\$40/per traveler	\$50/per traveler	50 (23kg)
San Antonio, TX, US (SAT) to Washington, DC, US (IAD - Dulles) April 12, 2025	\$40/per traveler	\$50/per traveler	50 (23kg)

<!--[if gte mso]>

<![endif]-->

These are estimates of additional bag service charges that may apply to your itinerary. Service charges may vary by traveler, depending on status or memberships. First and second bag service charges do not apply to active duty members of the U.S military and their accompanying dependents. For additional information, visit [united.com/baggage](https://www.united.com/baggage).

<!--[if gte mso]>

<![endif]-->

Carry-on baggage allowed

United accepts the following items, per customer, to be carried on the aircraft at no charge:

- One carry-on bag no more than 45 linear inches or 114 linear centimeters
- One personal item (such as a shoulder or laptop bag)

nDue to FAA regulations, operating carriers may have different carry-on requirements. Please check with the operating carrier for more information or go to [united.com/baggage](https://www.united.com/baggage).

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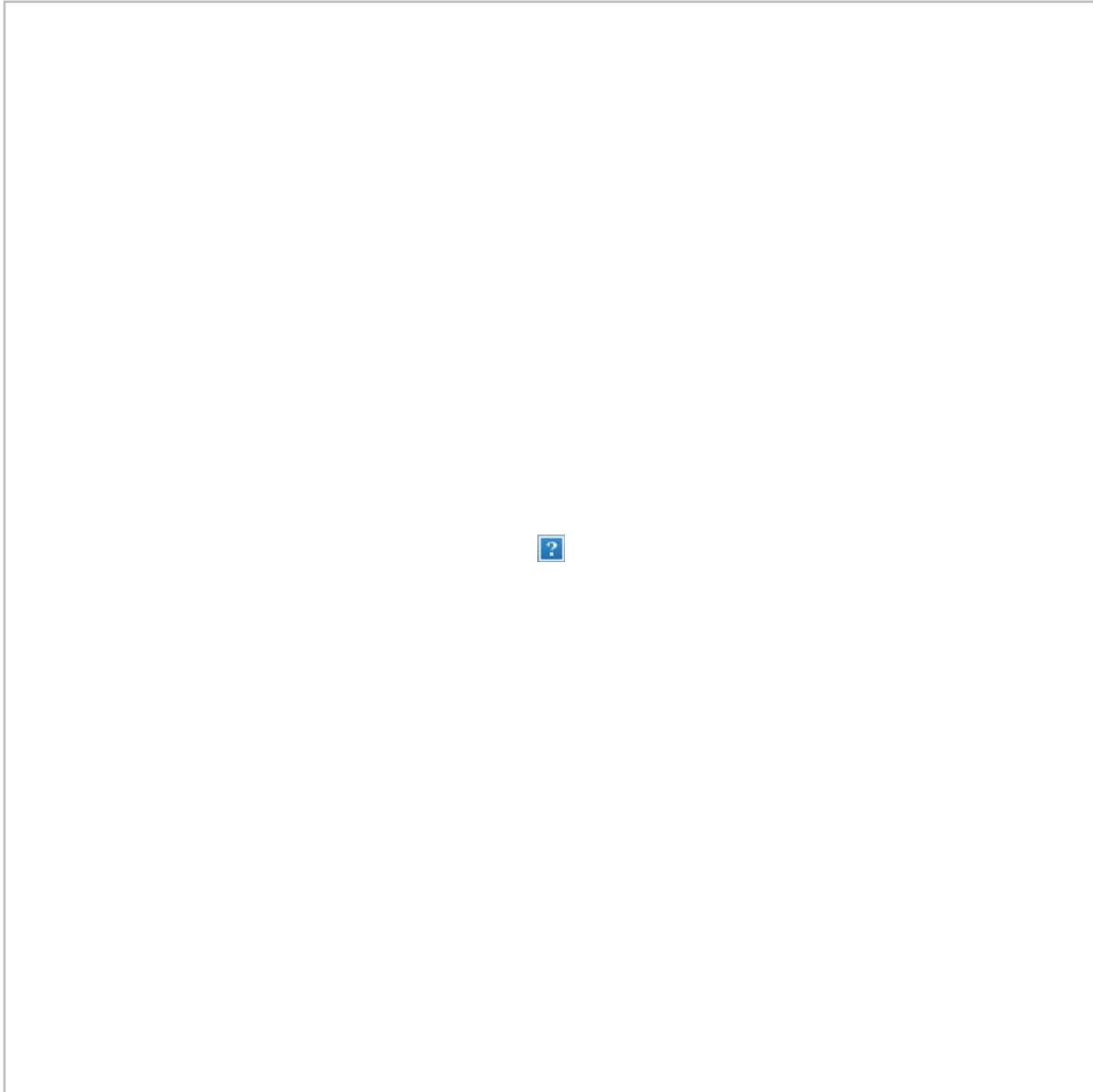
Additional trip planning tools

[Baggage Policies](#): View current baggage acceptance allowances.

[Passport and Visa Information](#): International Travel Documentation requirements

<!--[if gte mso]>

<![endif-->



<!--[if gte mso]>

<![endif-->

 **RealId**

Do you have a [REAL ID](#)? Beginning May 7, 2025, every air traveler 18 and older will need a state-issued REAL ID-compliant license or identification card, or another acceptable form of ID (such as a passport), to fly within the United States. If you

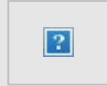
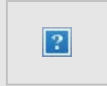
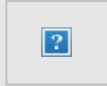
don't have a REAL ID, you'll need to use [another acceptable form of identification](#) when flying within the U.S.

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[My account](#)



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Please do not reply to this email. We cannot accept electronic replies to this email address.

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