



Corporate Card Statement of Account

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Prepared For
LAURA ARCE
UNIDOS US

Account Number
XXXX-XXXXX6-41005

Closing Date
10/28/25

Page 1 of 3

Previous Balance \$	New Charges \$	Other Debits \$	Payments \$	Other Credits \$	Balance Due \$
2,257.36	1,038.95	0.00	2,257.36	0.00	1,038.95

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 3794-444626-41005

LAURA ARCE
UNIDOS US
1126 16TH STREET NW
WASHINGTON DC 20036-4804

Payable upon receipt in U.S. Dollars.

Enter 15 digit account number on all payments.

**Amount Due
\$1,038.95**

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
|||

0000379444462641005 000103895000103895 28HH

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
LAURA ARCE
 UNIDOS US

Account Number
 XXXX-XXXXX6-41005

Closing Date
 10/28/25

Activity Date reflects either transaction or posting date

Card Number	XXXX-XXXXX6-41005	Reference Code	Amount \$
10/24/25	CORPORATE REMITTANCE RECEIVED 10/24		-2,257.36
09/30/25	ALLIANZ TRAVEL INS RICHMOND VA REF# 63WDPP42 8006285404 09/30/25		32.22
09/30/25	American Airlines FT WORTH TX TKT# 0012279084255 AMERICAN AIR 09/30/25 PASSENGER TICKET ARCE CLOUTIER/LAURA American Airlines American Airlines FT WORTH TX FROM WASHINGTON NAT'L D TO CARRIER CLASS HOUSTON TX IAH AA Q TO WASHINGTON NAT'L D AA G TO UNAVAILABLE YY 00 TO UNAVAILABLE YY 00	20250930000	423.96
10/17/25	SB* HOTEL NIKKO SAN WEST HOLLYWOOD CA FOL# CH_3SJEP9GTA LODGING 10/17/25 ARRIVAL DATE DEPARTURE DATE 10/17/25 10/17/25 00 ROC NUMBER CH_3SJEP9GTA		21.76
10/21/25	HOTEL NIKKO SAN FRAN SAN FRANCISCO CA FOL# 35743616 LODGING 10/20/25 ARRIVAL DATE DEPARTURE DATE 10/21/25 10/22/25 00 ROOM RATE \$100.00 ROC NUMBER 35743616	00139900000	512.43
10/25/25	UBER TRIP HTTPS://HELP.UBER. CA RJ4R5ZPH OALJWH7W 20024 10/24/25 ROC NUMBER RJ4R5ZPH		48.58
Total for LAURA ARCE		New Charges/Other Debits	1,038.95
		Payments/Other Credits	-2,257.36

Uber

Uber Technologies, Inc
1455 Market Street
San Francisco CA US 91403

\$48.58

American Express - 1005

10/24/2025 5:29 PM

Receipt: OALJWH7W

Pick-up 5:16 PM
1020 16th St NW, Washington, DC 20036-5702, US
Washington DC, DC US

Drop-off 5:29 PM
1120 Maine Ave SW, Washington, DC 20024, US
Washington DC, DC US

Car
Black

Duration
00:12:34

Total: \$48.58

This image is generated from the electronic data received and not issued directly as an image from the merchant.

From: [Natali Cupido](#)
To: [Laura Arce](#)
Subject: FW: Your trip confirmation (DCA - IAH)
Date: Tuesday, September 30, 2025 1:15:00 PM

From: American Airlines <no-reply@info.email.aa.com>
Sent: Tuesday, September 30, 2025 1:15 PM
To: Natali Cupido <ncupido@unidosus.org>
Subject: Your trip confirmation (DCA - IAH)

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Here's your itinerary

[American Airlines home](#)



Issued: September 30, 2025

Your trip confirmation and receipt

You can check in via the American app 24 hours before your flight and get your mobile boarding pass.

Confirmation code: **YJVAUJ**

Wednesday, November 19, 2025

DCA

Washington Reagan
1:54 PM

AA 4673

Operated by Republic Airways as American Eagle

IAH

Houston George Bush
4:31 PM

Seat: **13C**

Class: **Economy (Q)**

Meals:

Friday, November 21, 2025

IAH

Houston George Bush
9:31 AM

AA 4743

Operated by Republic Airways as American Eagle

DCA

Washington Reagan
1:50 PM

Seat: **13C**

Class: **Economy (G)**

Meals:

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Your purchase

Laura Arce Cloutier - AAdvantage® #: C25****

New ticket (0012279084255) \$423.96
[\$365.92 + Taxes & carrier-imposed fees \$58.04]

Total cost \$423.96

Your payment

AmericanExpress (ending 1005) \$423.96

Total paid \$423.96

Bag information

Checked Bag (Airport)

1 st bag	No charge
2 nd bag	\$45.00

Checked Bag (Online*)

1 st bag	No charge
2 nd bag	\$45.00

Taxes are included, when applicable.

Maximum dimensions: 62 inches or 158 centimeters calculated as (length + width + height)

Maximum weight: 50 pounds or 23 kilograms

Bag fees apply at each Check-in location. Additional allowances and/or discounts may apply. For information regarding American Airlines checked baggage policies, please visit: [Bag and optional fees](#)

If your flight is operated by a partner airline, see the [other airline's](#) website for carry-on and checked bag policies.

*Online payment available beginning 24 hours (and up to 2 hours) before departure.

Carry-on bags (American Airlines operated flights)

Personal item A small purse, briefcase, laptop bag, or similar item that must fit under the seat in front of you.

Carry-on Maximum dimensions must not to exceed: 22" long x 14" wide x 9" tall (56 x 35 x 23 cm).



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You have up to 24 hours from the time of ticket purchase to receive a full refund if you booked at least 2 days before departure. Once canceled, your refund will be processed automatically.

If you have purchased a NON-REFUNDABLE fare, the itinerary must be canceled before the ticketed departure time of the first unused coupon or the ticket has NO VALUE. If the fare allows changes, a fee may be assessed for changes and restrictions may apply.

Some American Airlines check-in counters do not accept cash as a form of payment. For more information, visit our [Airport Information](#) page.

Some everyday products, like e-cigarettes and aerosol spray starch, can be dangerous when transported on the aircraft in carry-on and/or checked baggage. Changes in temperature or pressure can cause some items to leak, generate toxic fumes or start a fire. Carriage of prohibited items may result in fines or in certain cases imprisonment. Please ensure there are no forbidden hazardous materials in your baggage like:

Some Lithium batteries (e.g. spares in checked baggage, batteries over a certain size), Explosives / Fireworks, Strike anywhere matches/ Lighter fluid, Compressed gases / Aerosols Oxygen bottles/ Liquid oxygen, Flammable liquids, Pesticides/ Poison, Corrosive material.

There are special exceptions for small quantities (up to 70 ounces total) of medicinal and toilet articles carried in your luggage, spare lithium batteries for most consumer electronic devices in carry-on baggage, and certain smoking materials carried on your person.

Certain items are required to be carried with you onboard the aircraft. For example, spare lithium batteries for portable electronic devices, cigarette lighters and e-cigarettes must be removed from checked or gate-checked baggage and carried onboard the aircraft. However, e-cigarettes may not be used on-board the aircraft.

Traveling with medical oxygen, liquid oxygen, mobility aids and other assistive devices may require airline pre-approval or be restricted from carriage entirely. Passengers requiring these items should contact the airline operator for information on use of such devices.

NOTICE OF INCORPORATED TERMS OF CONTRACT

Air Transportation, whether it is domestic or international (including domestic portions of international journeys), is subject to the individual terms of the transporting air carriers, which are herein incorporated by reference and made part of the contract of carriage. Other carriers on which you may be ticketed may have different conditions of carriage. International air transportation, including the carrier's liability, may also be governed by applicable tariffs on file with the U.S. and other governments and by the Warsaw Convention, as amended, or by the Montreal Convention. Incorporated terms may include, but are not restricted to: 1. Rules and limits on liability for personal injury or death, 2. Rules and limits on liability for baggage, including fragile or perishable goods, and availability of excess valuation charges, 3. Claim restrictions, including time periods in which passengers must file a claim or bring an action against the air carrier, 4. Rights on the air carrier to change terms of the contract, 5. Rules on reconfirmation of reservations, check-in times and refusal to carry, 6. Rights of the air carrier and limits on liability for delay or failure to perform service, including schedule changes, substitution of alternate air carriers or aircraft and rerouting.

You can obtain additional information on items 1 through 6 above at any U.S. location where the transporting air carrier's tickets are sold. You have the right to inspect the full text of each transporting air carrier's terms at its airport and city ticket offices. You also have the right, upon request, to receive (free of charge) the full text of the applicable terms incorporated by reference from each of the transporting air carriers. Information on ordering the full text of each air carrier's terms is available at any U.S. location where the air carrier's tickets are sold or you can click on the Conditions of Carriage link below.

Air transportation on American Airlines and the American Eagle carriers® is subject to American's [conditions of carriage](#).

For more on Canada passenger protection regulations visit aa.com/CanadaPassengers.

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Domestic Travel Protector Deluxe

POLICY DETAILS

Policy Number: EUSP2519830797	Status: Active
Travel Dates: 11/19/2025 - 11/21/2025	Trip Cost: \$423.96
Destination(s):	Total Price: \$32.22

UPDATE

INSURED(S)






Name: LAURA ARCE CLOUTIER	Date of Birth: 12/06/1972
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CONTACT INFORMATION

LAURA ARCE ncupido@unidosus.org
CLOUTIER

When you use our website, we collect and process your personal information and other data. This includes by using cookies and other technologies, including from third parties. For more information, please see our [Privacy Policy](#).

1126 16th St NW,
Suite 600
WASHINGTON,
DC 20036

-  Policy Card
-  Policy Document (pdf)
-  Email Policy Document
-  Cancel Policy
-  File a Claim

BENEFITS AND COVERAGE

Trip
Cancellation
\$423.96

Trip
Interruption
\$423.96

Baggage
Loss/Damage
\$500

Delay
Coverage
\$500

UPDATE

TRANSACTION HISTORY

Date	Description	Amount
09/30/2025	Initial Purchase	\$32.22

Travel Delay Coverage
\$450

24-Hr Hotline Assistance Included

Concierge Included

Terms, conditions, and exclusions apply. Please see your plan for full details. Benefits/Coverage may vary by state, and sublimits may apply.

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Natali Cupido


From: Cristy Villalobos-Hauser
Sent: Friday, October 17, 2025 10:15 AM
To: Natali Cupido
Subject: Re: Hotel Nikko San Francisco: Payment Receipt for Laura Arce

Natali,

I am forwarding the hotel receipt. I will be receiving a \$400 reimbursement from Airbnb after my trip and will keep you posted about the process for UnidosUS to receive it.

Thanks!

Best,

Cristy Villalobos-Hauser | Housing Policy Advisor | Policy & Advocacy
chauser@unidosus.org | 202-776-1716
unidosus.org | [Facebook](#) | [Instagram](#) | [LinkedIn](#) | [Threads](#) | [X](#)


From: Selfbook <no-reply@selfbook.com>
Sent: Friday, October 17, 2025 10:13 AM
To: Cristy Villalobos-Hauser <chauser@unidosus.org>
Subject: Hotel Nikko San Francisco: Payment Receipt for Laura Arce

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Selfbook

Thank you for your payment.

Your payment of \$21.76 USD to Selfbook has been received and is non-refundable. The remaining room and tax will be charged per the hotel's policies, with 100% non-refundable if cancelled within 3 days of arrival.

STAY INFORMATION

BOOKING NAME	Laura Arce
BOOKING ID	25062SF319489
ARRIVAL / DEPARTURE	October 21-22, 2025
GUESTS	1 Adult
ROOM	Petite One Queen Bed
TOTAL AMOUNT	\$556.56

TRANSACTION DETAILS

TRANSACTION DATE	October 17, 2025
TRANSACTION TIME	7:13 AM
AT HOTEL	
TRANSACTION TYPE	CHARGE
TRANSACTION DESCRIPTION	Reservations may be canceled 3 days prior to arrival (the \$21.76 is non-refundable)
CHARGE	\$21.76

Hotel Nikko San Francisco

For any booking concerns please call/email the hotel directly or cancel within **Selfbook**.
1-415-394-1111
reservations@hotelnikkosf.com

Selfbook

9000 W Sunset Blvd
 Floor 3
 www.selfbook.com
 cs@selfbook.com

Natali Cupido


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Thanks!

Best,

Cristy Villalobos-Hauser | Housing Policy Advisor | Policy & Advocacy
chauser@unidosus.org | 202-776-1716
unidosus.org | [Facebook](#) | [Instagram](#) | [LinkedIn](#) | [Threads](#) | [X](#)


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CHARGE	\$21.76

Hotel Nikko San Francisco

For any booking concerns please call/email the hotel directly or cancel within **Selfbook**.
1-415-394-1111
reservations@hotelnikkosf.com

Selfbook

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 Floor 3
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 cs@selfbook.com