

**From:** Lesley Groff <[REDACTED]>  
**To:** Centurion Support <[REDACTED]>  
**Subject:** Re: OSU Follow up DUE 10/16 2AM EST\*\*\* CC Auth form from Park Inn in Moscow  
**Date:** Mon, 16 Oct 2017 10:49:16 +0000

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thank you

On Oct 16, 2017, at 3:05 AM, Centurion Support <[REDACTED]> wrote:



Hello Ms. Groff,

Please find the Credit Card Authorization attached. Please let us know if you have any questions.

Kindest regards,

Amy

From Centurion Support on behalf of your Relationship Manager

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Ok...so she will need to check in with her own credit card and then we will send the CC authorization before she checks out. It is 7 hours ahead there. so even at 9am I won't be available to get the form filled out until 5pm Moscow time the earliest. I will watch for an email with the form the minute I get up on Monday! thanks...I have told Milena she must show them her own CC in order to check in. thanks, Lesley

On Oct 14, 2017, at 6:10 PM, Centurion Support <[REDACTED]> wrote:

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Hello Ms. Groff,

I called the hotel to follow up on this form. They advised me that this is only handled by their reservation department, which is not in today. They advised they will be in at 9am local time on Monday. We can follow up then. I apologize for the delay.

From Centurion Support on behalf of your Relationship Manager

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Ok. Thank you

Sent from my iPhone

On Oct 14, 2017, at 6:10 PM, Centurion Support <[REDACTED]> wrote:

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Ms. Groff,

We are still waiting to hear from the hotel with the Credit Card Authorization form. It is currently 1 am in Moscow. If the form does not arrive by morning time in Moscow our overnight team will call them again to request the form. We will send it to you as soon as we receive it.

Erin

From Centurion Support on behalf of your Relationship Manager

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<Copy of Credit card authorization form (eng).xls>