

# Journey Details & Itinerary Sheet

Reference #: JD-20240612-001

## Traveler Information

Name	Alexandra Watson
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Passport No.	L3456789

## Journey Summary

From	New York City, USA
To	Rome, Italy
Departure Date	June 25, 2024
Return Date	July 5, 2024
Purpose	Business & Leisure

## Itinerary

Date	Time	Activity / Transport	Location / Remarks
25 Jun 2024	09:00	Flight: Delta DL444	JFK Intl. Airport â†’ FCO Rome
25 Jun 2024	22:30	Arrival	Leonardo da Vinciâ€™ Fiumicino Airport
26 Jun 2024	10:00	Business Meeting	Rome Business Center
27 Jun 2024	12:00	Museum Visit	Vatican Museums
29 Jun 2024	08:00	Day Trip	Florence, Italy
05 Jul 2024	16:00	Flight: Delta DL445	FCO Rome â†’ JFK Intl. Airport

## Important Notes

- Please verify all travel and accommodation details before departure.
- Carry all essential documents, including passport, visa, and insurance.
- Inform your travel agent of any last-minute changes to your itinerary.
- Check local travel advisories and health requirements for your destination.
- This Itinerary Sheet should be kept accessible throughout your journey.