

TRAVERSING THE GLOBE

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by Debbie Gulliver, University Travel Manager

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Travel Documents...

New requirements for travel outside the U.S.

If you are a United States citizen and do not have a valid passport, it may be in your best interest to obtain or renew your passport now. According to the United States Department of State and Department of Homeland Security, travelers to and from Canada, Mexico, Bermuda, Central America, or the Caribbean will be required to have a passport or other secure, acceptable document to enter or re-enter the United States. This change came about due to the events of September 11, 2001. The goal is to strengthen border security while easing entry into the U.S. for its citizens and legitimate foreign travelers. Both federal agencies mentioned above are working together to coordinate implementation of this new requirement. By doing so, they are proposing the following timeline:

December 31, 2005 – Passport or other accepted document required for all travel (air/sea) to or from the Caribbean, Bermuda, Central and South America.

December 31, 2006 – Passport or other accepted document required for all air and sea travel to or from Mexico and Canada.

December 31, 2007 – Passport or other accepted document required for all air, sea and land border crossings.

For further details about the Western Hemisphere Travel Initiative, please visit the Michigan State University Travel Office website at <http://ctr.msu.edu/travel> and click on "US State Department..." or go directly to one of the following websites: www.dhs.gov or www.travel.state.gov.

Voucher Processing Asks...

You to be sure your totals match

Please be sure that the total amount to be charged in Section B and the "Total Claim" below Section E are the same. If you are completing the automated form and those two amounts do not balance, the amount in the "Total Claim" box will appear shaded in. Further, if travel is limited to a certain amount, the total amount to be charged must be the same as the "Limit".

New Air Service...

Direct flights to Washington, D.C....

Beginning June 9, Northwest Airlines will begin direct nonstop service from Lansing to Washington D.C.'s National Airport. With one flight per day in each direction, it will allow business travelers to attend one day meetings in Washington and avoid the overnight stay. The Northwest flight will depart Lansing daily at 7am with an arrival in Washington at 8:41am. The Northwest flight from Washington will depart at 8:40pm with an arrival in Lansing at 10:21pm.

Leisure Travel Offerings...

Two packages up for sale

Each year, The MSU School of Hospitality Business holds a themed auction to raise funds for various organizations. Proceeds from this year's Hoedown Auction supported the following organizations: MSU Safeplace, the Junior League of Lansing, the MSU Alumni Association, the MSU Student Hospitality Association, and The MSU School of Hospitality Business.

Dianne Dombrowski from the Radiology Department purchased two packages which she is unable to use. Dianne is selling these packages at the same prices she paid.

The first is a two night package at the Holiday Inn Portland Airport, Portland, Oregon. The stay is in a Deluxe Room on the Club Level which includes breakfast and dinner for two. The price is \$125.00. The package expires on January 31, 2006.

The second is a two night stay in deluxe accommodations at The Westin St. Francis, San Francisco, California. This hotel overlooks Union Square in downtown San Francisco. The price is \$325.00. The package expires on February 28, 2006.

If you are interested, please contact Dianne Dombrowski via email at did@rad.msu.edu. Packages will be sold on a first come, first serve basis.

Please direct any suggestions or comments to the University Travel Manager, Debbie Gulliver at telephone (517) 355-0343, or email gullive5@ctrl.msu.edu or fax (517) 432-4656.

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