

MeetingWorks Policies and Procedures –

Discounts:

- To qualify for a MeetingWorks discount, you must have at least ten (10) people traveling (from different cities) on Continental Airlines to each event. Discounts are good for meeting travel only and are not valid for individual corporate or leisure travel.
- Discounts may not apply to (10) or more people traveling together at one time from one city to one destination (i.e., group travel). Continental does offer a separate program to accommodate group travel. Please contact our GroupWorks Department at 800-525-1700 for group information and pricing.

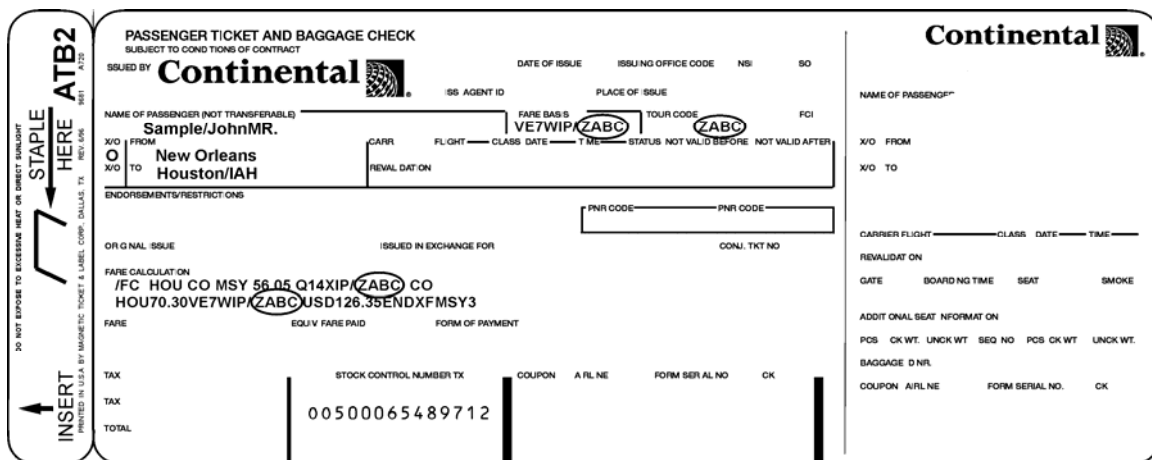
For Reservations and Ticketing, please have your meeting attendees call their travel agent professional or:

Continental MeetingWorks 7:00 a.m. – 10:00 p.m. CST
 800-468-7022 (In USA or Canada) Seven days a week

For reservations outside the toll-free area, contact the local Continental Reservations Office.

Please advise your travel agent of the following important information:

- To avoid debit memos and ensure tracking for MeetingWorks Rewards, the Z-code must appear in both the Ticket Designator and Tour Code box.



Continental

PASSENGER TICKET AND BAGGAGE CHECK
 SUBJECT TO CONDITIONS OF CONTRACT

ISSUED BY **Continental** DATE OF ISSUE ISSUING OFFICE CODE NSI SO
 ISS AGENT ID PLACE OF ISSUE

NAME OF PASSENGER (NOT TRANSFERABLE) **Sample/JohnMR.** FARE BASIS **VE7WIP** TOUR CODE **ZABC** FCI
 X/O FROM **New Orleans** CARR FLIGHT CLASS DATE TIME STATUS NOT VALID BEFORE NOT VALID AFTER
 X/O TO **Houston/IAH** REVAL DAT ON

ENDORSEMENTS/RESTRICTIONS PNR CODE PNR CODE

ORIGINAL ISSUE ISSUED IN EXCHANGE FOR CONN. TKT NO

FARE CALCULATION
 /FC HOU CO MSY 56.05 Q14XIP/ZABC CO
 HOU70.30VE7WIP/ZABC USD126.35ENDXFMSY3

FARE EQUIV FARE PAID FORM OF PAYMENT

TAX STOCK CONTROL NUMBER TX COUPON AIRLINE FORM SERIAL NO CK
 TOTAL 00500065489712

DO NOT EXPOSE TO EXCESSIVE HEAT OR DIRECT SUNLIGHT
 STAPLE HERE ATB2
 PRINTED IN U.S.A. BY MAGNETIC TICKET & LABEL CORP., DALLAS, TX. REG. U.S. PAT. & TM. OFF.

- To ensure quality customer service for your client, include in the reservation a **single OSI message** indicating the **MeetingWorks Agreement Code** authorizing the fares.
- Book the customer's PNR with the corporate/convention header: **C/OCVN/LASTNAME/FIRSTNAME**
- In lieu of the corporate/convention header entry above, you may use the following **SSR** format:

Sabre: 3GRPS/TCP1MEETINGNAME (Enter and continue with booking process)
Apollo: 8:3SSRGRPSCONN1/TCP1 MEETINGNAME (Enter and continue with booking process)
World Span: 3SSRGRPSCONN1 TCP1 MEETINGNAME (Enter and continue with booking process)
Amadeus: NG1MEETINGNAME (Enter)
 (book flights)
 SR GRPS CO TCP1 (Enter)
 (continue with booking process, end and retrieve)
 NT (Enter. This entry will transmit name to Continental)

- It is **imperative** the SSR or the Corporate/convention header format be entered at the time of the **Initial reservation before the record is ended**. Entering these formats after the reservation has been completed will not ensure the information has passed correctly to Continental Airlines. Above SSR format's indicated spaces are intentional. Any questions regarding procedures, please contact Continental MeetingWorks Sales Administration 800-322-8662.

MeetingWorks Zone Fare Rules

Validity

- These fares are valid only for the travel dates indicated on your MeetingWorks Agreement. These zone fares are for travel originating from January 1, 2005 to December 31, 2006.
- Minimum stay – 2 nights. Maximum stay – 30 days.
- No Saturday night stay required.
- Zone fares are valid on the most direct published routing only. If a published routing does not exist for a particular market, the fare is not valid.
- Zone fares may not be combined with published fares, certificate programs, coupons, or any other discount offers.
- Travel is valid on Continental Airlines, Continental Express, Continental Connection flights operated by Gulfstream International. No travel valid on code-share with Northwest Airlines. For questions regarding the validity of fares on any code-share flight, please contact MeetingWorks.

Restrictions

- All space must be booked in the class of service indicated in the "Special Rules" column and is subject to availability on all flights. Zone fares may not be available during peak travel times.
- Limited changes are allowed, subject to the standard rules for changes and subject to a \$100 fee. For travel to/from Europe and the Pacific (excluding HNL) the change fee is \$200. If the originating flight is changed, the advance purchase must still be met.
- Refunds are allowed less the applicable change fee. If any part of the ticket is unused it has no value unless the passenger cancels the ticketed flight reservations prior to ticketed departure time.

Ticketing

- Passengers may ticket using the zone fares or standard MeetingWorks discounts. MeetingWorks discounts may not be applied to the zone fares.
- Tickets must be purchased 14 days after booking or 7 or 14 days prior to departure, according to the requirement indicated on the fare page, whichever occurs first.
- Fares are all roundtrip and do not include taxes, facility charges or surcharges. All such charges applicable at the time of ticketing must be added and indicated on all tickets issued. Prepaid tickets will be allowed subject to the appropriate charge. Standard agency commission rates in effect at the time of ticketing will apply.
- For tickets issued outside the United States, local ticketing requirements must be obeyed. If negotiated fares are not allowed, these fares will be invalid.
- There will be both a special fare basis code and a ticket designator issued for your MeetingWorks agreement. Do not issue any tickets without both codes. The fare basis code may not appear on any promotional or advertising materials.
- Refer to Ticketing Instruction page for further ticketing details or contact MeetingWorks at 800-468-7022.

Other

- All fares are in US dollars unless indicated in the "Special Rules" column.
- Open jaws are allowed.
- OnePass miles will be accrued. Upgrades may be used according to the rules of the reward being used.
- Stopovers:
 - To Hawaii – one free stopover allowed in either direction at Newark Liberty National (EWR), Houston (IAH), Los Angeles (LAX). For travel beyond Hawaii, one free stopover is allowed in either direction, in either EWR, IAH, LAX, or HNL. Two additional stopovers are allowed in any city beyond Honolulu (HNL) as long as routing is valid. Backtracking not allowed. The highest fare restriction will apply.
 - To Mexico, Central America, South America, or the Caribbean – One free stopover is allowed in either Liberty National (EWR) or Houston (IAH) as long as routing is valid.
 - To Europe – One free stopover is allowed in Cleveland (CLE), Liberty National (EWR), or Houston (IAH) as long as routing is valid. Peak and Off-Peak fares may be combinable, with first flight Trans-Atlantic flight in either direction determining the applicable season.

CONTINENTAL MEETINGWORKS ZONE FARES TO THE PACIFIC

UJ13DH - ZQNF

Fares effective for travel originating from January 1, 2005 to December 31, 2006

FROM: TO:	DESTINATIONS				SPECIAL RULES
	DPS, KIX, NGO, NRT	CTS, FUK, HKG, KIJ, OKJ, PEK	GUM, ICN, KWA, MNL, TPE	CNS, KSA, MAJ, PNI, ROR, SPN, TKK, YAP	
A	\$950	\$1,100	\$1,500	\$1,900	See Zone Definitions Below 14 Day Advance Purchase Book K Class Fare Basis Code KMWPC14
B	\$950	\$1,100	\$1,500	\$1,900	
C	\$950	\$1,100	\$1,400	\$1,800	
D	\$950	\$1,100	\$1,400	\$1,800	
E	\$950	\$1,100	\$1,200	\$1,700	
Alaska	\$950	\$1,100	\$1,200	\$1,700	14 Day Advance Purchase Book K Class Fare Basis Code KMWPC14
Hawaii	\$850	\$850	\$850	\$850	
Mexico	\$1,100	\$1,250	\$1,550	\$1,950	14 Day Advance Purchase Book K Class Fare Basis Code KMWPC14
Canada: Alberta or British Columbia	CAD \$1,549	CAD \$1,770	CAD \$1,918	CAD \$2,655	<i>Fares for travel originating in Canada are in Canadian dollars.</i> 14 Day Advance Purchase Book K Class Fare Basis Code KMWPC14
Nova Scotia, Newfoundland, Ontario and Quebec	\$1,549	\$1,770	\$2,360	\$3,098	
Caribbean: ASD, BDA, ELH, FPO, GGT, GHB, MHH, NAS, TBI, TCB	\$990	\$1,125	\$1,485	\$1,845	14 Day Advance Purchase Book K Class Fare Basis Code KMWPC14
ANU, AUA, BGI, BQN, GCM, KIN, MBJ, POP, POS, PUJ, SDQ, SJU, STI, STT, SXM	\$1,100	\$1,250	\$1,650	\$2,050	
Central and South America: Colombia, Ecuador, Peru or Venezuela	\$1,150	\$1,300	\$1,700	\$2,100	14 Day Advance Purchase Book K Class Fare Basis Code KMWLA14
Belize, Costa Rica, Guatemala, Honduras, Nicaragua, Panama or El Salvador	\$1,150	\$1,300	\$1,600	\$2,000	
Brazil	\$1,150	\$1,300	\$1,600	\$2,000	
Trans-Atlantic Off Peak: AMS, ARN, BFS, BRU, DUB, GVA, MAD, OSL, SNN, ZRH	\$1,100	\$1,250	\$1,650	\$2,050	14 Day Advance Purchase Book B or I Class No travel allowed 3/15-3/31, 6/15-9/15, 12/12-12/31 Fare Basis Code BMWEL14
BHX, BRS, CDG, EDI, GLA, LON, MAN	\$1,100	\$1,250	\$1,650	\$2,050	
FCO, FRA, HAM, LIS, MXP, TXL	\$1,100	\$1,250	\$1,650	\$2,050	
Trans-Atlantic Peak: AMS, ARN, BFS, BRU, DUB, GVA, MAD, OSL, SNN, ZRH	\$1,250	\$1,400	\$1,800	\$2,200	14 Day Advance Purchase Book B or I Class Travel valid 3/15-3/31, 6/15-9/15, 12/12-12/31 Fare Basis Code BMWEH14
BHX, BRS, CDG, EDI, GLA, LON, MAN	\$1,250	\$1,400	\$1,800	\$2,200	
FCO, FRA, HAM, LIS, MXP, TXL	\$1,250	\$1,400	\$1,800	\$2,200	

ZONE DEFINITIONS:

ZONE A	CT, DC, DE, MA, MD, ME, NH, NJ, NY, PA, RI, VA, VT
ZONE B	AL, FL, GA, KY, MS, NC, SC, TN, WV
ZONE C	AR, CO, KS, LA, MO, NM, OK, TX
ZONE D	IA, IL, IN, MI, MN, ND, NE, OH, SD, WI
ZONE E	AZ, CA, ID, MT, NV, OR, UT, WA, WY