RE-2 Employee Post Travel Disclosure of Travel Expenses

Date/Time Stamp
RECEIVED
SECRETARY OF THE SENATE
PUBLIC RECORDS
2026 AUG 27 PM 4:42

Post Travel Filing Instructions: Complete this form within **30 days** of returning from travel. Submit all forms to the Office of Public Records in 144 Hart Building. **This form is a public disclosure. The form and all attachments will be made publicly available.**

Certification: *In compliance with the Regulations Governing Privately Sponsored Travel, Senate Rule 35, and the Honest Leadership and Open Government Act of 2007, I certify that I accepted the following gift of privately sponsored travel:*

Private Sponsor(s):
Southern Utah Wilderness Alliance

Travel Dates:
08/16/2026 to 08/19/2026

Name of accompanying family member (if any):

Relationship to Traveler:

Expenses

Transportation Expenses	Lodging Expenses	Meals Expenses	Other Expenses (Amount & Description)
$1,138.88	$345.00	$202.00	$400.00

I also certify that attached to this form are all required documents for post travel disclosure, including:

- **The final Employee Pre-Travel Authorization** (Form RE-1)
- The final **Private Sponsor Travel Certification Form** with all attachments
- The final invitation
- The final approved itinerary

Finally, I certify that all trip information reflected in the attachments above accurately reflects the travel that I accepted. If there were any changes to the trip after I received approval from the Committee, the changes are described in ATTACHMENT 1.

8/27/26
Date

KATHERINE MERTENS
Printed Name of Traveler

Signature of Traveler

TO BE COMPLETED BY SUPERVISING MEMBER/OFFICER

I have made a determination that the expenses set out above in connections with travel described in the Employee Pre-Travel Authorization form, are necessary transportation, lodging, and related expenses as defined in Rule 35.

8/27/26
Date

Ben Ray Luján
Signature of Supervising Senator/Officer

ATTACHMENT 1 – CHANGES FROM APPROVED PRE-TRAVEL

Note: Material changes to a trip that occur after the Committee has issued an approval letter may invalidate the Committee's approval. Please contact the Committee with any questions regarding changes to an approved trip.

Were there any changes to the pre-approved travel expenses? (Transportation, Meals, Lodging, Other)?

○ Yes ● No

Expense Change	Revised Amount	Explanation
There were no changes to pre-approved travel expenses.		

Were there any changes to the pre-approved itinerary?

○ Yes ● No

Explanation: There were no changes to the pre-approved itinerary.

Were there any additional changes to the pre-approved trip?

○ Yes ● No

Explanation: There were no additional changes to the pre-approved trip.

SUWA
SOUTHERN UTAH WILDERNESS ALLIANCE

Senate and House invitation to

VISIT AMERICA'S RED ROCK COUNTRY

AUGUST 16-19, 2026

Join staff from the Southern Utah Wilderness Alliance in Southern UT for a trip to better understand America's Red Rock Wilderness Act, the importance of protecting public lands to local stakeholders, the climate, wildlife, and recreation. This 4-day/3-night educational trip will prepare congressional staffers to be informed on public lands issues and the wilderness advocacy space.

Trip will include hiking to access areas, an overnight trip on the Colorado River (with camping) and time to meet with local officials and Tribal representatives about public lands in Utah.

RSVP TO - LAUREN@SUWA.ORG
PLEASE RESPOND BY JULY 10, 2026

RE-1 Employee Pre-Travel Authorization

Date/Time Stamp

Pre-Travel Filing Instructions: Complete and submit this form at least 30 days prior to the travel departure date to the **Select Committee on Ethics in SH-220.** Incomplete and late travel submissions will **not** be considered or approved.

Name of Traveler:
KATHERINE MERTENS

Employing Office/Committee:
LUJAN, BEN RAY

Private Sponsor(s):
Southern Utah Wilderness Alliance

Destination(s):
Moab, Utah

Travel Dates:
08/16/2026 to 08/19/2026
NOTE: If you plan to extend the trip for any reason you **must** notify the Committee.

Explain how this trip is specifically connected to the traveler's official or representational duties.

The trip will consist of meetings and site visits to wilderness areas and proposed wilderness parcels to discuss the importance of public lands to local economies. Responsibilities in my current role include staffing Senator Luján's work on the Senate Committee on Agriculture, Nutrition & Forestry, which has jurisdiction over some wilderness and public lands issues.

Do you have an accompanying family member or spouse on this trip?
No

Name and Relationship to Traveler:
N/A

I certify that the information contained in this form is true, complete and correct to the best of my knowledge.

7/14/26
Date

Katie Mertens
Signature of Employee

TO BE COMPLETED BY SUPERVISING MEMBER/OFFICER
(President of the Senate, Secretary of the Senate, Sergeant at Arms, Secretary for the Majority, Secretary for the Minority, and Chaplain)

I Senator Ben Ray Luján
(Print Senator's/Officer's Name)

hereby authorize Katherine Mertens
(Print Traveler's Name)

an employee under my direct supervision, to accept payment or reimbursement for necessary transportation, lodging, and related expenses for travel to the event described above. I have determined that this travel is in connection with his or her duties as a Senate employee or an officeholder, and will not create the appearance that he or she is using public office for private gain.

I have also determined that the attendance of the employee's spouse or child is appropriate to assist in the representation of the Senate.

☐ (signify "yes" by checking box)

7/14/26
Date

Ben Ray Luján
Signature of Supervising Senator/Officer

Southern Utah Wilderness Alliance: Southern Utah Wilderness Trip 2026 - Hosted by SUWA

KATHERINE MERTENS

Title:
Southern Utah Wilderness Trip 2026 - Hosted by SUWA

Employing Office/Committee:
LUJAN, BEN RAY

Duty Station:
WASHINGTON,DC

Destination(s):

Moab, Utah

Explain how this trip is specifically connected to the traveler's official or representational duties:

The trip will consist of meetings and site visits to wilderness areas and proposed wilderness parcels to discuss the importance of public lands to local economies. Responsibilities in my current role include staffing Senator Luján's work on the Senate Committee on Agriculture, Nutrition & Forestry, which has jurisdiction over some wilderness and public lands issues.

Name of accompanying family member (if any):
Not Entered

Name and Relationship to Traveler:
None

Organization Information

Organization Name
Southern Utah Wilderness Alliance

Is your organization classified as a §501(c)(3)?
(●) Yes ( ) No

§501(c)(3) Organization Type
Public Charity

Address
122 C St NW Ste 650

Address 2 (Optional)

City, State Zip
Washington, District Of Columbia 20001 United States

Phone Number
(202) 266-0473

Organization URL

History of Congressional Travel

We have hosted this trip the past 2 years. This trip will follow a very similar itinerary with minor changes in locations and the key issues discussed. This trip is composed of congressional staffers from both the House and Senate that we bring to the desert in Southern Utah to give them on the ground conversations with local voices and see the issues happening on our public lands first hand.

Educational Activities

Our organization works both with public servants as well as the general public to inform and educate on happenings on our public lands. We bring volunteers out on the ground to learn and work alongside the BLM on enforcing management of wilderness areas, we host presentations across the nation to educate all types of folks on what is happening in Southern Utah and how they can get involved.

Lobbyist and Foreign Agent Registration Information

Lobbyist Registration Status: *I certify that the sponsor is not a federally registered lobbyist and does not retain or employ a federally registered lobbyists.*

Foreign Agent Registration Status: *I certify that the sponsor is not an agent of a foreign principal and do not retain or employ an agent of a foreign principal.*

Foreign Government Involvement

Foreign Agent Registration Status:

- ☑ I certify that the sponsor is not a foreign government.
- ☑ I certify that the sponsor is not an entity that is owned or operated by a foreign government.
- ☑ I certify that the sponsor does not receive funding from a foreign government.

Comments

Signature Page

The signature page is below.

Purpose and Details

Provide a brief description of the trip.

The Southern Utah Wilderness Alliance brings congressional staff out to the public lands of Utah to give them on the ground knowledge of issues being discussed in current legislation. During this trip they will have the opportunity to talk to different stakeholders from the area to gain a better understanding of how decisions made through legislation or agency action have changed on the ground management of our public lands.

Explain how the purpose of the trip relates to your organization's mission.

The Southern Utah Wilderness Alliance through many avenues works on the protection of over 8 million acres of public lands in Utah from actions that could impact the cultural resources, scientific value, and ecological health of these areas until they are able to be permanently protected through congressionally designated wilderness classifications. Until these permanent protections are put in place every action that Congress and different agencies make can cause disruptions to these areas that would make them no longer qualified for the wilderness designation. This leaves over half a million cultural resource sites, dozens of species in need of climate refuge, future scientific discoveries and opportunities for nonmotorized recreation at risk. Bringing the folks involved in these decisions to the areas to gain a better understanding of the landscapes and happenings on the ground helps them to make more informed decisions.

Is your organization the only sponsor for this trip?

- [x] Yes
- [ ] No

Grantmaking Organizations (Optional)

There are no grantmaking organizations.

With or Without Regard for Congressional Participation

The trip is arranged or organized specifically with regard to congressional participation.

Lobbyist/Foreign Agent Involvement in Planning, Organizing, Requesting or Arranging

- [x] The trip will not in any part be planned, organized, requested, or arranged by a registered lobbyist or agent of a foreign principal, other than de minimis involvement.

Lobbyist/Foreign Agent Financing

- [x] The trip will not be financed in any part by a registered lobbyist or agent of a foreign principal.
- [x] No funds or in-kind contributions were earmarked directly or indirectly for the purpose of financing this specific trip from a registered lobbyist or agent of a foreign principal or from a private entity that retains or employs one or more registered lobbyists or agents of a foreign principal.

Lobbyist/Foreign Agent Accompaniment

Complete if all sponsors are §501(c)(3) organizations

- [x] The trip is limited to three days (for trips inside the continental United States) or seven days (for trips outside the continental United States), and no lobbyist or agents of a foreign principal will accompany the Member, officer, or employee at any point throughout the trip
- [ ] The trip is limited to a one-day event (exclusive of travel time and **one** overnight stay) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee on any segment of the trip
- [ ] The trip is limited to a one-day event (exclusive of travel time and **two** overnight stays) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee on any segment of the trip

Complete if any of the sponsors is not a §501(c)(3) organizations.

- [ ] The trip is limited to three days (for trips inside the continental United States) or seven days (for trips outside the continental United States), and no lobbyist or agents of a foreign principal will accompany the Member, officer, or employee at any point throughout the trip
- [ ] The trip is limited to a one-day event (exclusive of travel time and **one** overnight stay) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee on any segment of the trip
- [ ] The trip is limited to a one-day event (exclusive of travel time and **two** overnight stays) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee on any segment of the trip

Certification of No Recreational Activity and No Alcohol

- Travel expenses paid for will not include expenditures for recreational activities.
- Travel expenses paid for will not include expenditures for alcohol, except as permitted by the Regulations Governing Privately Sponsored Travel.

Invitees

- Members and staff from the House of Representatives **will** receive invitations.

The list of invitees is below.

Travel Details

Trip Start Date/Time:
08/16/2026 @ 05:00 AM

Trip End Date/Time:
08/19/2026 @ 07:15 PM

Will the traveler be accompanied by a family member for whom the sponsor will pay travel expenses?

○ Yes ◉ No

Itinerary

The itinerary is below.

Transportation (Per Member/Officer/Employee: $1,138.88 | Accompanying Family Member: $0.00)

Transportation Type	Class	Amount
Airfare	Coach	$850.00

Note
Flights may slightly vary depending on cost when booked. They will be flying in/out of Grand Junction, CO then picked up by my colleague and me where we will then drive 1.5 hours to Moab, UT.

Ground Transportation	N/A	$288.88

Note
Rental vans (2 of them) at $1300 each for the entirety of the trip. Rented from Rugged Rental in Salt Lake City, Utah.

Lodging (Per Member/Officer/Employee: $345.00)

Check-In	Check-Out	Facility	City	State	Country	Nights	Cost/Night	Cost Exceed Per Diem
08/16/2026	08/19/2026	Gravity Haus	Moab	Utah	United States	3	$115.00	No

Meals (Per Member/Officer/Employee: $202.00)

Date	Breakfast	Lunch	Dinner	Incidentals	Total	City	State	Country	Cost Exceeds Per Diem
08/16/2026	$0.00	$25.00	$50.00	$5.00	**$80.00**	Moab	Utah	United States	No
08/17/2026	$15.00	$25.00	$0.00	$5.00	**$45.00**	Moab	Utah	United States	No
08/18/2026	$0.00	$0.00	$52.00	$5.00	**$57.00**	Moab	Utah	United States	No
08/19/2026	$20.00	$0.00	$0.00	$0.00	**$20.00**	Moab	Utah	United States	No

Reasonable Miscellaneous Expenses (Per Member/Officer/Employee: $400.00)

Expense Type	Amount	Notes
Other (River Guide)	$400.00	Holiday River Expeditions, an Utah-based outfitter, to provide boats, guides, event equipment, 3 meals (dinner Aug 17, breakfast and lunch Aug 18), and fees for all attendees and SUWA staff.

Additional Attachments All additional attachments are below.

Document Name

Holiday Expeditions Invoice

Confluence Catering (3 meals) Invoice

Hoodoo Moab Dinner

Rugged Rental Invoice - Van #1

PRIVATELY SPONSORED TRAVEL

SPONSOR SIGNATURE PAGE

I hereby certify that the information submitted in connection with the trip listed below is true, complete, and correct to the best of my knowledge and belief.

Trip Name: Southern Utah Wilderness Trip 2026 - Hosted by SUWA

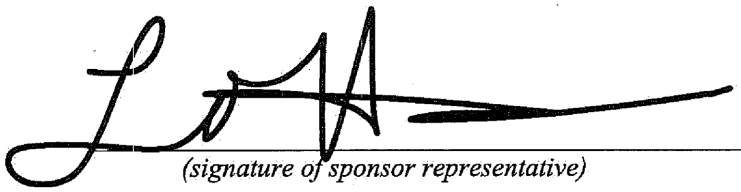
Travel Date(s): August 16, 2026 - August 19, 2026

Travel Destination(s): Grand Junction, CO (airport), Moab, UT

Sponsor: Southern Utah Wilderness Alliance

Lauren Hainsworth
(printed name of sponsor representative)

Legislative Advocate
(title)


(signature of sponsor representative)

7/7/26
(date)

Senate Staff Invitees – Southern Utah Wilderness Trip 2026 – Hosted by SUWA

1. Kevin Lefeber – Legislative Assistant (Sen. Durbin)
2. Katie Mertens – Legislative Assistant (Sen. Lujan)
3. Prerna Bhat – Legislative Assistant (Sen. Booker)
4. Nicole Duque – Legislative Correspondent (Sen. Booker)
5. Lizzie Olsen – Counsel (Sen. Duckworth)
6. Charlotte Ward – Legislative Correspondent (Sen. Schumer)
7. Jacob Huls – Policy Advisor (Sen. Padilla)
8. Mariajose (MJ) Calixtro – Professional Staff Member (Senate Committee on Energy and Natural Resources)

Utah Wilderness August Trip - Hosted by SUWA

All times are in Mountain Time (MT) unless otherwise stated

Day 1 – August 16 – Sunday

5:00am ET – 10:05am MT
Depart National Airport (DCA) for Grand Junction Regional Airport (GJT)
American Airlines - Flight AA2007 - DCA->DFW
American Airlines - Flight AA6235 - DFW->GJT

10:30am – 12:30pm
Travel from Grand Junction Airport (GJT) to Moab, UT via vehicles (lunch enroute)

12:30pm – 2:00pm
Arrive to Gravity Haus Moab (hotel), check in

2:00pm – 2:15pm
Depart hotel for Kane Springs Road in vehicles.

2:15pm – 5:00pm
Tour Kane Springs Road areas: Discuss Moab Rim R.S.2477 claims, short hike to view Native American "Moon Flower" and "Birthing Panel" (Fremont and Ute peoples) petroglyphs and discuss the importance of protecting lands in Utah for the cultural resources that exist across the landscape and the support by the Navajo Nation, Hopi Tribal Council, and other Tribal partners in preserving lands for these resources. Visit Kane Springs Development and discuss the urban sprawl impacts on the local communities, recreation, and wilderness proposals. Discuss recreational and motorized use by hikers, bikers, OHV/ORV, and other users of the Amasa Back Trail. The goal for this portion of the trip is to connect the land preservation work with Tribal partners and Tribal nations to best message why protecting lands is important and show the threats that are on the ground today.

Speakers:
Neal Clark, SUWA Wildlands Director
Ray Bloxham, SUWA Wildlands Field Director

5:00pm – 5:15pm
Travel from Kane Springs Road area to Sand Flats Recreation Area/Juniper Campground in vehicles for dinner

5:15pm – 6:00pm
Dinner at Juniper Campground

6:00pm – 8:45pm
Visit Sand Flats Recreation Area to discuss off-road vehicle management/recreation. Moab has been a focal point of public land controversies, especially over the recent off-highway vehicle plan for BLM lands around Labyrinth Canyon. The town also represents the challenges of a tourism/recreation-based economy based on public land. Additionally, we will discuss the controversial decision by the Utah State Legislature to allow "Sides by Sides" or UTVs to operate legally on public roads in communities like Moab.

Speakers:
Neal Clark, SUWA Wildlands Director
Ray Bloxham, SUWA Wildlands Field Director
Jeremy Lynch, SUWA Stewardship Director

8:45pm – 9:00pm
Return to Gravity Haus Hotel in vehicles

9:00pm – End of Day 1

Day 2 – August 17 – Monday

6:00am – 6:30am
Depart Gravity Haus in vehicles for Canyonlands Regional Airport to meet with EcoFlight, the non-profit educational overflight organization.

There will be two flights as the plane is small, 3-4 participants at a time

Lauren Hainsworth (SUWA) and Travis Hammill (SUWA) will host on the ground and discuss the National Wilderness Coalition while the other crews are in the air.

Breakfast will be provided at the airport.

6:30am – 9:00am
Overflights over Labyrinth Canyon, a recently (2019) designated wilderness area on one side of the Green River. Discussions will include the current Bureau of Land Management Travel Management process and the recent issues that have come up between the federal government, state government, Utah Congressional Delegation, and local sentiment. The goal for this overflight is to see the boundaries of protected and unprotected lands, federal/state/private lands, and the interplay between management agencies, and what can be done to address these issues.

Flight Guide:
Neal Clark, SUWA Wildlands Director

9:00am – 12:00pm
After returning to Canyonlands Regional Airport, depart the airport in SUWA vehicle and drive along Highway 313 to view RS2477 claim conflicts, energy development, and recreation management issues. Stop at the Long Canyon viewpoint to discuss various land management (BLM, USFS, NPS, State Lands) as lands managed by each agency can be seen from this overlook. Drive back along the river road to view uranium tailings clean up, discuss Mining Law of 1972 and public liabilities and ecological threats. This goal of this portion of the trip is to show how complicated things can be when it comes to land management when dealing with multiple agencies and what can be done to address these issues.

Speakers:
Neal Clark, SUWA Wildlands Director
Ray Bloxham, SUWA Wildlands Field Director

12:00pm – 1:00pm
Stop at Dead Horse Point for boxed lunch and answer questions that may have come up during the morning's events.

1:00pm – 1:30pm
Travel back to Gravity Haus hotel in vehicle

1:30pm – 2:15pm
Executive time

2:15pm – 3:15pm
Travel from Gravity Haus to Hittle Bottom boat ramp in vehicles. Along the way, view and discuss land management regime (BLM management on left bank, Arches NP on the right bank, and the riverbed managed by the State of Utah) again, pointing to the complications of different missions, views, and management principles of adjacent management agencies. Discuss recreation issues that arise in seasonally visited areas such as Moab in Utah.

Speakers:
Neal Clark, SUWA Wildlands Director
Ray Bloxham, SUWA Wildlands Field Director
Travis Hammill, SUWA DC Director
Lauren Hainsworth, SUWA Legislative Advocate

3:15pm-3:30pm
Meet with the river guide company, Holiday Expeditions, and pack boats, go over safety equipment and procedures for time on the river.

3:30pm – 5:00pm
Float down the Colorado River towards Onion Creek Campground. While on water, discuss water issues surrounding the Colorado River Plateau, view Dome Plateau, Fisher Towers, Mary Jane Canyon proposed wilderness areas, discuss Wilderness Study Areas and how they are used to provide interim protections, and implications for future protection. The goal of being on the river is to view places not easily accessible that are proposed for wilderness designation. Additionally, we will discuss the principles of "wilderness" when it comes to the definitions provided in the Wilderness Act of 1964 and the Federal Lands Policy and Management Act of 1976, especially relating to the idea of "solitude".

Speakers:
Neal Clark, SUWA Wildlands Director
Scott Braden, SUWA Executive Director
Travis Hammill, SUWA DC Director
Lauren Hainsworth, SUWA Legislative Advocate

5:00pm – 6:00pm
Arrive at Onion Creek Campground. Dinner prepared by guides. Set up campsites.

6:00pm – 7:00pm
Dinner at Onion Creek Campground

7:00pm – 10:00pm
Hear from Tribal representatives to discuss the needs of Tribal communities surrounding conservation, wilderness, the endorsement of America's Red Rock Wilderness Act (ARRWA), and Bears Ears National Monument

Speakers:
Troy Honahnie, Consultant
Autumn Gillard, Coordinator for Grand Staircase-Escalante Inter-Tribal Coalition

10:00pm – return to tents, end of Day 2

Day 3 – August 18 – Tuesday

8:00am – 9:00am
Breakfast provided by guides, break camp, and pack rafts. Pack lunches to eat while on the river.

9:00am – 12:00pm
Launch back on to the river. Discussions will continue from the previous day's on-river and in-camp discussions. We will also be discussing the process by which Grand Staircase Escalante and Bears Ears National Monuments were created, SUWA's part in the process, the changes by the Trump Administration in 2017, the lawsuits in federal court filed by groups in support of the monuments to overturn the Trump Administration's decision, the re-establishment of the monuments by President Biden in 2021, the lawsuits that followed by the State of Utah and opposition groups, and the current status of the monuments and the lawsuits. We will also discuss the relationship SUWA has in working with Tribal partners in the state of Utah, especially in conjunction with advocacy on Bears Ears National Monument and the National Wilderness Coalition.

Speakers:
Neal Clark, SUWA Wildlands Director
Scott Braden, SUWA Executive Director
Amanda Newman, National Wilderness Coalition

12:00pm – 12:30pm
Arrive at Rocky Rapid/Big Sandy/Take Out Beach for lunch – take-out point is dependent upon water levels and flow speeds.

12:30pm – 1:00pm
Depart the river take-out point and travel back to Gravity Haus Moab in vehicles.

1:00pm-2:00pm
Executive time

2:00pm - 2:15pm
Travel from hotel to Arches National Park in SUWA vehicles

2:15pm - 5:30pm

Visit sites throughout Arches National Park to discuss the differences between recreational opportunities in the National Parks versus on Bureau of Land Management managed areas. Discuss the challenges for land management agencies after DOGE cuts as well as how it affects the visitor experience and what can be done to address these challenges.

Speakers:
Neal Clark, SUWA Wildlands Director
Scott Braden, SUWA Executive Director
Lauren Hainsworth, SUWA Legislative Advocate

5:30pm – 5:45pm
Depart Arches National Park for Hoodoo Moab in vehicles for evening discussion and dinner

5:45pm – 8:00pm
Dinner at restaurant in Hoodoo Moab, Josie Wyatt's Grill.

8:00pm - 8:15pm
Return to Gravity Haus Moab in vehicles.

8:15pm
End of Day 3

Day 4 – August 19 – Wednesday

7:00am - 7:30am
Check out of the hotel rooms, pack vehicles.

7:30am – 8:30am
Group breakfast at Gloria's Corner Cafe

8:30am - 10:00am
Travel from Moab to Grand Junction Regional Airport (GJT), Check in to flights and await departure, returning to National Airport (DCA).

10:35am MT - 7:14pm ET
Depart Grand Junction Regional Airport (GJT) for National Airport (DCA)
American Airlines - Flight AA6235 - GJT->DFW
American Airlines - Flight AA2520 - DFW->DCA

END OF TRIP

CURIO COLLECTION BY HILTON

Hoodoo Moab Curio Collection by Hilton

111 N. 100 W., Moab, UT 84532
Phone: (435) 355-0595

Banquet Event Order

Group Catering

Post As:	**SUWA Congressional Staff Trip Dinner**	**Event Date:**	**Wednesday, August 18, 2027**
Account: **Address:**	SUWA Congressional Staff Trip 425 E 100 S Salt lake city, Utah 84532	**Contact:** **Phone:** **Email:** **Onsite Contact:** **Onsite Phone:**	Travis Hammill travis@suwa.orh
		Catering Manager: **Phone:** **Email:**	

Date	Start Time	End Time	Function	Room	Setup	Agr	Room Rental
2027-08-18	6:00 PM	9:00 PM	Dinner Buffet	Glass House		15	750

Menu

Dinner Buffet | Glass House | 6:00 PM - 9:00 PM

Dinner Buffet Salmon
Serve Time: 6:00 PM to 9:00 PM
Served with Water and Iced Tea

Salad
House Salad
Fresh Field Greens, Heirloom Tomatoes, Shaved Red Onions, House Vinaigrette

Entree
Honey Dijon Salmon

Wild Mushroom Risotto
Creamy Arborio Rice, Portobello Mushrooms, Shallots, Shaved Parmesan

Sides
Roasted Brussels Sprouts with Garlic Balsamic
Yukon Gold Mashed Potatoes

Dessert
Assorted Dessert Bites
15 @ $52.00 Per Person

Beverage

Dinner Buffet | Glass House | 6:00 PM - 9:00 PM

15 Coffee and Sodas by consumption @ $4.50 each

Setup

Dinner Buffet | Glass House | 6:00 PM - 9:00 PM

Rectangle table for 15 ppl
Rectangle table for drink station
House black linens $15 each
Napkins: Ivory, Stage or black?

Audio Visual

Miscellaneous

Organization Authorized Signature Date

Hoodoo Moab Curio Collection by Hilton Approval Date

CURIO COLLECTION BY HILTON

Hoodoo Moab Curio Collection by Hilton

111 N. 100 W., Moab, UT 84532
Phone: (435) 355-0595

Banquet Event Order

Group Catering

BANQUET EVENT ORDER - ADDITIONAL TERMS AND CONDITIONS

These **Additional Terms and Conditions** and the **Banquet Event Order**, each hereby made a part hereof (collectively, the "**Agreement**") are entered into by and between the Hotel set forth on your Banquet Event Order ("**Hotel**" or "us" or "we" or "our"), and the person or legal entity responsible for commissioning and payment of the Event, as specified on the Banquet Event Order ("**Group**" or "you" or "your"). For the entire term of your use and occupancy of the contracted function space within the Hotel premises during your Event, you agree to comply with all of the requirements set forth herein and as they may be amended by Hilton Worldwide, Inc. ("Hilton Worldwide") from time to time in Hilton Worldwide's sole discretion and posted on this website.

ADDITIONAL DEFINITIONS:

- "**Event**" refers to the meeting/function at the Hotel as detailed in the Banquet Event Order.
- "**Gratuity**" refers to a charge based on your Event's food and beverage total, plus any applicable state and/or local taxes, which will be added to your account and will be fully distributed to servers, and where applicable, bussers and/or bartenders assigned to the Event.
- "**Service charge**" refers to a charge based on your Event's food and beverage total, plus any applicable state and/or local taxes, which will be added to your account, and that is not a gratuity but rather is the property of the Hotel to cover discretionary and administrative costs of the Event.
- "**Supplemental Surcharges**" are charges added to your Master Account bill to pay for costs incurred by the Hotel in connection with additional equipment, administration, and staffing necessary for the Event. These surcharges will be solely retained by the Hotel and are not distributed to hourly or tipped employees. Examples include, but are not limited to, early sets, late end times, outdoor venues, resets, refreshes, cleaning and other services that require staffing above normal levels and/or services outside of the normal scope contracted and paid products and services.

OPTION DATE: The arrangements set forth on the Banquet Event Order will serve as the final arrangements for your Event, and are tentatively being held for you on a **first option** basis until the due date specified in the Banquet Event Order. We may release this first option with no notice required if you do not sign and return the Banquet Event Order to the Hotel by the due date. Should other business opportunities arise such that we are in a position to confirm immediately, you will be advised and given 72 hours, or until the end of your option period (whichever is shorter) to confirm this Agreement on a definite basis by returning a signed copy of the Banquet Event Order to us, or to enable alternate dates to be researched and offered for your use.

ASSIGNMENT OF FUNCTION SPACE: The function space assigned on the Banquet Event Order (if any) indicates the space that is tentatively being held and will be held on a definite basis upon signing of the Banquet Event Order by both parties. If for any reason the function space tentatively held is not available for your Event, you agree that we may substitute space of appropriate size and comparable quality for your Event. If you plan to print or publish the assigned space, please contact us first to confirm the room assignment.

GUARANTEE OF ANTICIPATED REVENUE: At least **7 days** prior your Event, you must inform us of the exact number of people who will attend your Event by contacting your assigned Catering Manager by phone. If any changes to this number or any other Banquet Event Order details are made within 7 days prior to arrival, Client will be assessed a $250 Change Fee per change. We will not undertake to serve more than **3%** above this guaranteed minimum. If the Event is held, but the Hotel does not realize the Total Minimum Anticipated Revenue from your Event, you agree to pay performance damages to the Hotel. The damages owed will be the amount necessary for the Hotel to receive no less than **100%** of the **Total Minimum Anticipated Revenue** from your Event. You will be charged based on the Event guarantee that you give us or the Total Minimum Anticipated Revenue indicated at the time you signed this Agreement, *whichever is greater.*

DEPOSIT; PAYMENT TERMS: We require you to provide the deposit as indicated on the Banquet Event Order. Such deposit is fully refundable up to **14** calendar days in advance of your Event date, after which the deposit is non-refundable. At the time of contracting, you must also provide a valid credit card (unless you have established sufficient credit facilities with Hilton Worldwide or Hotel). All charges or amounts owed by you will be charged to that initial credit card *unless* you make acceptable alternative payment arrangements (cash, certified check, or other credit card(s)) directly with us prior to the time that the amount becomes due. Your initial credit card will only be charged in the following instances: 1) all estimated Event charges minus the prepaid deposit will be charged **24 hours** before the start of your Event; 2) for any additional charges you incur during your Event; and 3) if cancellation damages are assessed. If you have established sufficient credit facilities with Hilton Worldwide or Hotel, payment of all Event charges (other than the deposit) will be due within **fourteen (14)** days after receipt of the final bill. Undisputed invoiced charges 30 days past due will be considered delinquent and may be charged interest at a rate of 1.5% per month, or the maximum amount allowed by law, whichever is less. In addition to any other legal rights and remedies available to us under applicable laws, we may cancel your Event and the Agreement without liability if advance payments or deposits are not paid on a timely basis.

Organization Authorized Signature	Date	Hoodoo Moab Curio Collection by Hilton Approval	Date

CURIO COLLECTION BY HILTON

Hoodoo Moab Curio Collection by Hilton

111 N. 100 W., Moab, UT 84532
Phone: (435) 355-0595

Banquet Event Order

FULL CANCELLATION: You may cancel this Agreement only by giving written notice to us. In the event of a cancellation, our actual damages would be difficult to determine. Therefore, at the same time you send us your written notice of cancellation, you also agree to pay us, as liquidated damages and not a penalty, the following cancellation fee:

- Cancellation notice received by Hotel anytime between the date of signing of the Banquet Event Order and **eight (8) days** in advance of the Event: **see the applicable cancellation fee that is listed in the Banquet Event Order**

- As products and services must be purchased and scheduled in advance, cancellation notices received by Hotel **seven (7) days or less in advance of the Event** will incur a cancellation fee equal to **100%** of the charges (*including* labor, gratuities, service charges, rentals and applicable taxes) for the final guarantee or contracted number of guests, whichever is higher.

OVERTIME: You agree to begin your Event promptly at the scheduled start time and to have your guests, invitees and other persons vacate the designated function space at the agreed upon end time. You must reimburse us for any overtime wage payments or other expenses incurred by us because of your failure to comply with these requirements.

PRICE INCREASES: There may be increases in prices due to unforeseen changes in market conditions at the time of your Event. We will communicate these increases to you in advance. We will require written confirmation that you agree to pay these increased prices, or at our option we may make reasonable substitutions in menus and you agree to accept such substitutions

SET UP CHARGES: Should extensive meeting room set-ups or elaborate staging be required, there will be a set-up charge to cover Hotel costs and additional labor. If equipment is necessary that exceeds Hotel's inventory, then you agree to pay for the cost of renting this additional equipment.

ADDITIONAL SPEND: You agree to pay the Hotel for any food, beverages and other services not expressly set out in the Banquet Event Order but made available on your request during the Event. On or before the arrival date, you will confirm to us in writing the names of those persons who you have authorized to sanction additional spend at the Event over and above the contracted amounts. All our records for additional spend (meeting room rental, audio/visual equipment, flipcharts, F&B functions and other incidentals) will be presented to one of your authorized signatories to be checked and signed on a daily basis.

OUTSIDE FOOD AND BEVERAGE: Due to applicable law, you may not bring alcoholic beverages into the Hotel for your Event. You must obtain our prior approval before you bring any food or non-alcoholic beverages from outside sources into our Hotel. Service fees will apply to any outside food or beverage served in our function space, regardless whether Hotel labor is required.

DELIVERIES: Arrangements for delivery of packages should be made through your designated Catering Manager. Receiving, handling and shipping charges may apply. No packages will be accepted by us that require us to pay shipping costs. Deliveries will only be accepted within 48 hours prior to your arrival date, unless otherwise agreed by us in advance. All deliveries must be correctly labeled as per our guidelines. To the fullest extent permitted by applicable law, we shall not be responsible for any damage to or loss of your packages.

DISPLAYS AND DECORATIONS; YOUR PROPERTY: You may, at your option, purchase insurance to cover your personal property, including decorations, special objects and other property. To the fullest extent permitted by law, we are not responsible for any loss or damage to property belonging to you or your attendees and do not maintain insurance covering it. All displays and/or decorations will be subject to our prior written approval and we reserve the right to contract and charge you for Hotel staff to provide the labor for any installations or removals of such. Hotel can advise you of such potential charges upon request.

CONDUCT OF EVENT: To the fullest extent permitted by law, you assume full responsibility for any damage done to our premises during your Event but only to the extent such damage is caused by you, your employees, guests, agents, or your contractors, including but not limited to any damage done resulting from the installation, placement, and removal of your displays, equipment, exhibits, or other items. For purposes of clarity, Group shall not be responsible for damage to guest sleeping rooms or public spaces of the Hotel not occupied by Group; in those instances, Hotel shall seek payment for damage from the responsible guest(s). You also agree that your Event will not create any unreasonable disturbance to other guests or meetings, such as excessive noise, smoke or fog machines, dry ice, confetti cannons, candles, incense, or any activity that generates offensive smells. Hotel reserves the right to end your Event immediately if you do not comply with Hotel's request to reduce or eliminate any such disturbance, in which case you will remain responsible for payment of all charges related to your Event and no refunds will be issued by Hotel.

Organization Authorized Signature	Date	Hoodoo Moab Curio Collection by Hilton Approval	Date

Hoodoo Moab Curio Collection by Hilton
111 N. 100 W., Moab, UT 84532
Phone: (435) 355-0595

Banquet Event Order

CURIO COLLECTION BY HILTON

COMPLIANCE WITH LAWS: Each party agrees to comply with all applicable laws and regulations related to the event that is the subject of this Agreement, including without limitation, health and safety codes, anti-terrorism, anti-corruption, anti-money laundering laws and regulations, and fire regulations. Each party agrees to cooperate with the other party and any relevant government authority to ensure compliance with such applicable laws and regulations. Group expressly acknowledges and agrees that Hotel's ability to perform under this Agreement is subject to Hotel's compliance with all applicable laws. In addition to any other legal rights and remedies available to Hotel under applicable laws, Hotel may cancel the Event and this Agreement without liability to anyone if Hotel reasonably believes it is necessary to do so in order for Hotel to comply with Hotel's obligations under all applicable laws or regulations.

GOVERNING LAW: The Agreement will be governed by and interpreted pursuant to the laws of the state or province (as applicable) in which the Hotel is located, excluding any laws regarding the choice or conflict of laws.

DISPUTES INVOLVING CREDIT CARD PAYMENTS: As a condition of Hotel agreeing to accept your credit card as an approved form of payment for all Master Account charges, you agree that any dispute that you may raise with respect to any Master Account charges must be addressed directly between you and us and to work in good faith to resolve any such disputed invoices in a timely manner. Any dispute that cannot be timely resolved to the mutual satisfaction of the parties shall be resolved in accordance with the dispute resolution provisions as contained in this Agreement.

AMENDMENTS; ENTIRE AGREEMENT: If you make changes to the Banquet Event Order, the changes may be accepted or rejected by the Hotel in our sole discretion. The Banquet Event Order, together with these Additional Terms and Conditions, upon signature by both parties on the Banquet Event Order, constitutes the entire agreement between the parties and may not be amended or changed unless done so in writing and signed by the parties; *provided, however*, that your final guarantee of attendance may be made by phone.

Organization Authorized Signature	Date	Hoodoo Moab Curio Collection by Hilton Approval	Date

Monday, August 3, 2026 at 1:44:37 PM Eastern Daylight Time

Subject: Rugged Rental RUGG-1SAL-2664588
Date: Wednesday, July 8, 2026 at 1:45:11 PM Eastern Daylight Time
From: Rugged Rental
To: Travis Hammill

-----This email originated from outside suwa.org-----

Rugged Rental
2740 W California Ave
Salt Lake City, UT
800-977-9111 (toll-free)
801-977-9111 (local)
http://www.ruggedrental.com

Dear Travis Hammill,

Thank you for making your vehicle reservation request with Rugged Rental. We will double check the availability of the chosen vehicle for the dates you selected and will then send you a confirmed rental agreement number along with specific vehicle pickup & return instructions. You will receive this e-mail usually within the next 24-48 hours.

Your confirmation number is: RUGG-1SAL-2664588

Reservation Details

Confirmation Number	RUGG-1SAL-2664588
Rental Location	1) Salt Lake City, Utah (Local Office)
Return Location	1) Salt Lake City, Utah (Local Office)
Pickup Date / Time	Sat Aug 15, 2026 @ 09:00 am
Dropoff Date / Time	Wed Aug 19, 2026 @ 05:00 pm
Vehicle Preference	Chevy Express or Similar Full Size Van - Low Roof - 15 Passenger
Flight Arrival Time	4:00 PM
First Name	Travis
Last Name	Hammill
Email Address	travis@suwa.org
Age	21
Phone Number	2022660472
Address	122 C St NW Suite 650
City	Washington
State/Province	District of Columbia
Country	United States
Postal Code	20001
Drivers License Number	A66173784
Drivers License Expiration	September 01, 2033
Drivers License Country	United States

Drivers License State	Virginia
Insurance Company Name	Progressive
Insurance Policy #	05572764
Name On Card	Lauren Hainsworth
Card Type	VISA
Card Number	**********4817
Expiry Date	07 / 29
Does your credit card provide a Collision Damage Waiver?	no
Comments / Questions	Is it possible to have the very back row of the van removed so there is more room for storage?

Rental Rate	$895.00
1 week @ $895.00	$895.00
Extra Charges	
Renters Collision Protection	$203.00
Drink Cooler (No Charge)	$0.00
Sub Total	$1098.00
Taxes and Fees	
Vehicle Licensing Fee	$5.00
Sales & Rental Tax (SLC)	$197.09
Free Mileage	1400 mi
Total Charges	$1300.09 USD

Additional miles charged at 30 cents / mi

All rates are in USD

Renter is advised to READ ALL POLICIES
Renter is responsible for Primary Insurance

Renters must add the applicable late night after hours fee for reservations picking up before 8 AM or after 10 PM or on any of the listed Holidays. These fees are listed to the left.

Hours of Operation

Mon - Fri: 08:00 AM - 06:00 PM
Sat: 08:00 AM - 05:00 PM
Sun: Closed
July 4th: Closed

After hours vehicle pickup by prior appointment only. The $40 charge applies to vehicles picked up on Sunday and all other days after our listed closing time. Additional charges will apply for Holidays when we are closed. There is a $20 charge for after hours returns. Please ask a Rugged Rental representative for after hour return instructions.

Rental Policies

Cancellation

If you need to cancel your reservation, please notify us at least 72 hours in advance. For cancellations made less than 24 hours in advance there will be one day charge equal to the rental of the vehicle reserved.

24 hours notice is required for early returns.

Age Requirements

Minimum Age: 21
Additional Drivers
additional drivers permitted an additional charge of $ 5.00 applies per day*(per additional driver)*
Minimum Age for Additional Drivers: 21
There is a $5/day charge for each additional driver.
Driving Area
Restricted to the United States West of the Mississipi River and Western Canada. Mileage restrictions apply. Absolutely NO travel to Mexico.
Fuel Policy
Vehicles must be returned with the fuel tank: As It Left
Fuel will be charged at 8.00 gallons
Deposit Requirements
Cash deposits are not accepted.
Rugged Rental accepts the following rental deposits:
Debit Card, VISA, Master Card, AMEX, Discover
Payment Methods
Rugged Rental accepts the following methods of payment:
Debit Card, Traveler's Cheques, Company Account, VISA, Master Card, AMEX, Discover, Direct Bill (with special approval)
Pick-ups and Drop-offs
No Charge Pick-ups and drop-offs in local area
Optional Charges and Coverage
Renters Collision Protection
203.00 per week
29.00 per day
Collision Insurance for the rental vehicle. Covers the rental vehicle for up to $20,000 in damages after a $250 deductible per incident. Cost is $29 per day. (Please note: This is NOT a damage waiver but is an actual collision damage insurance policy) Policy is void if renter does not cooperate with the required claim process. Rugged Rental is not qualified to evaluate the adequacy of the renters existing coverage - therefore the renter should examine his or her credit card protections, automobile insurance policies or other sources of coverage that may duplicate the protection provided by RCP prior to arrival at our office.
Supplemental Liability Insurance
70.00 per week
10.00 per day
This Supplement Liability Insurance policy is secondary to the renters personal liability insurance and provides up to $1,000,000 in additional liability protection to pay for cars and/or objects you may hit and injuries you may cause. There is no deductible for this coverage. Cost is $10/day. Rugged Rental is not qualified to evaluate the adequacy of the renters existing coverage - therefore the renter should examine his or her credit card protections, automobile insurance policies or other sources of coverage that may duplicate the protection provided by SLI prior to arrival at our office.
Independence Day Arrivals
75.00 fixed
Vehicles picked up on Independence Day are charged a $75 fee as we are closed on this holiday so that our employees can spend the day with their families. This charge covers an employee opening our office specifically for you, running the airport shuttle service, and taking care of your vehicle checkout.
Thanksgiving Day Arrivals
75.00 fixed
Vehicles picked up on Thanksgiving Day are charged a $75 fee as we are closed on this holiday so that our employees can spend the day with their families. This charge covers an employee opening our office specifically for you, running the airport shuttle service, and taking care of your vehicle checkout.
Christmas Eve Arrivals (after 4 PM)
75.00 fixed
Vehicles picked up on Christmas Eve after 4 PM are charged an extra fee OF $75 as we are closed on this holiday so that our employees can be with their families. This charge covers an employee opening our office specifically for you, running the airport shuttle service, and taking care of your vehicle checkout.
Christmas Day Arrivals
75.00 fixed
Vehicles picked up on Christmas Day are charged a $75 fee as we are closed on this holiday so that our employees can spend the day with their families. This charge covers an employee opening our office specifically for you, running the airport shuttle service, and taking care of your vehicle checkout.
Drink Cooler (No Charge)
2" or 2 & 5/16" Ball (No Charge)

Cancelation Policy
It is requested that cancellations be made 72 hours in advance. Cancellations or early returns made less than 24 hours in advance will be charged a fee equal to one day's rental on the selected vehicle. If you have reserved 3+ rental vehicles for the same time frame, 30 days' notice from your pick-up time is required to receive a full refund on the 50% deposit taken upon booking.

Insurance and Coverage

****

NEED TO CANCEL OR MODIFY YOUR RESERVATION?

To modify this reservation, click here

To cancel this reservation, click here

****

Rugged Rental
2740 W California Ave
Salt Lake City, UT
800-977-9111 (toll-free)
801-977-9111 (local)
http://www.ruggedrental.com

Estimate

Bill to

Travis Hammill
travis@suwa.org
703-725-8348

Invoice #
282925-000116

Date issued
Jul 16, 2026

Next payment due
Jul 30, 2026

SERVICE INFO	QTY	UNIT PRICE	TAX	CC PROCESSING	BANK TRANSFER	TOTAL
Packed Lunch Packed to-go trail lunch for 16th & 17th	27	$25		✓		**$675**
Drop off Dinner Buffet style with 5-6 items	17	$50		✓		**$850**
Labor & Equipment Fee Service hours determined by the number of guests at your event, service requests and prep hours.	1	$600		✓		**$600**

Subtotal	$2,125
Tax 9.85%	$0
CC Processing 2.9%	$61.62
Bank Transfer 1.5%	$0
Total (USD)	**$2,186.62**

PAYMENT SCHEDULE

AMOUNT	DUE DATE	PAYMENT DATE	PAYMENT #	STATUS
$1,093.31	Jul 30, 2026		#000116-001	Overdue
$1,093.31	Aug 2, 2026		#000116-002	Overdue

Notes/Terms:

Credit card payments incur a 2.9% processing fee
Bank transfers incur a 1.5% processing fee

To avoid added fees,
payment can be made via check or Venmo:
Emily Hansen
Confluence Custom Events
991 Valley View Ct. Moab, UT 84532

Holiday River Expeditions

544 East 3900 South
Salt Lake City, Utah 84107
holidayexpeditions.com

(801) 266-2087
billing@holidayexpeditions.com

Invoice: P6019

Date
6/8/26

Bill To:
Travis Hammill
SUWA
6420 Olmi Landrith Dr
Alexandria, VA 22307

Contact Details:
(202) 266 - 0472
(703) 725 - 8348 (Mobile)
travis@suwa.org

ITEM	COST	TOTAL
Reservation A6569 — 8/17/26 to 8/18/26		
Trip: Fisher Towers SUWA Charter leaving 8/17/26 for 2 days Pricing Level: SUWA rate	$370.00 × 12	$4,440.00
State Fee	$2.00 × 12	$24.00
	Balance Due	**$4,464.00**

Go with the flow!

Payment Details
- $4,464.00 ($400.00 per guest) is due on 6/15/26.

Cancellation Policy

Full payment is due 90 days prior to the trip. Cancellations made outside of 90 days from the day of the trip are refundable less a $200 service charge per person. **Cancellations within 90 days of the trip are non refundable.** All policies will be strictly enforced and we strongly recommend trip cancellation insurance. Cancellation of a trip is very unlikely, but we reserve the right to cancel any trip due to river or weather conditions or the lack of sufficient reservations. A full refund will be made if such is the case.

Charter Trips: must meet the minimum number of seats needed to charter, with a $400 per person deposit paid within 14 days of holding the trip. Full payment is due 90 days prior to the trip. **Both of these payments are non-refundable.** If the charter minimum is not met, regular cancellation policies apply.

Cancellation & Evacuation Insurance by Travel Guard: We **strongly** encourage you to purchase trip cancellation insurance. This policy from Travel Guard (3rd party entity) covers all illnesses including Covid. Please understand our cancellation policies are **firm**. There are no refunds or credits given within 90 days of your trip. **To cover pre-existing conditions, purchase the insurance policy within 7 days of placing your deposit.**