

American Airlines®

Date

FIRST LAST – Emp#
ADDRESS
ADDRESS 2
CITY, STATE ZIP + 4

Dear FIRST:

Recently, American Airlines and the Association of Professional Flight Attendants (APFA) reached an agreement that impacts all flight attendants – including those currently on furlough. The following outlines the specifics of the agreement.

5 or 10 Year Voluntary Travel Separation Program

As the recipient of this letter, I am pleased to inform you that you are eligible to take advantage of the Five (5) or Ten (10) Year Voluntary Travel Separation.

Important: Should you elect this option, you will be permanently separated from the Company and will waive all recall rights. This decision is irrevocable.

- **5 Years of D2* AA/AE Unlimited Travel Benefits:** Participating furloughed Flight Attendants who had more than five (5) years, but less than ten (10) years of Company seniority *at the time they were furloughed* will be offered unlimited D2* travel on American Airlines and American Eagle for a period of five (5) years commencing August 17, 2009.
- **10 Year of D2* AA/AE Unlimited Travel Benefits:** Participating furloughed Flight Attendants who had ten (10) years or more of Company seniority *at the time they were furloughed* will be offered unlimited D2* travel on American Airlines and American Eagle for a period of ten (10) years commencing August 17, 2009.

***D2 Travel**

Includes:

Employee
Spouse or Domestic Partner
Dependant children

Does Not Include:

Registered Companion
Parents

Premium cabin and international service charges will be billed at the same rate as active employees. Travel under this program will be subject to imputed income for tax reporting purposes.

The election window for this voluntary program will open at 12:01 a.m. Central Daylight Saving Time, July 15, 2009. To be eligible for this program, you must submit your request per the instructions below by 11:00 p.m. Central Daylight Saving Time, August 14, 2009.

If you would like to take advantage of this opportunity, follow the steps below. Employees with recall rights that have been re-employed by American Airlines, American Eagle, or other AMR Subsidiary are included but they must first resign from their current position.

1. Visit the website: www.aacareers.com/support
2. Click the link: **Access the Voluntary Travel Separation Program web site**
3. Click the link: **Online Election Form** and follow the instructions as indicated
4. If you choose to sign up for this opportunity, an acknowledgement page will appear. **It is very important that you print this page as it contains valuable information.**

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Current AMR employees with AA Flight Attendant recall rights

If you were furloughed as an American Airlines flight attendant and were subsequently re-employed by American Airlines or American Eagle **and** have recall rights as a flight attendant, follow the steps below.

1. You must **resign** from your current position and be reinstated to "RIF" status in order to elect this opportunity.
2. You may follow the steps 1 thru 4 as indicated above.

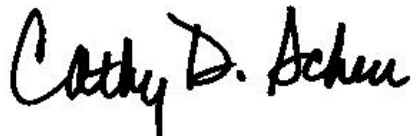
All requests received within the enrollment window are automatically approved. You will not receive additional correspondence confirming your acceptance which is why it is important for you to *print* item #4 as indicated above.

Other Important Items/What to Expect:

- Your travel profile will be activated on/around August 19, 2009 as it takes up to 48 hours to update all systems once the program enrollment window closes.
- Prior to traveling you must successfully log on to Jetnet at <http://jetnet.aa.com>
 - Your employee number is listed in the address line of this letter.
 - You will most likely need to either reset your password or follow the instructions for "First Time User Registration". To access this, click on "Login Help" at the sign-in screen.
- You must complete the "Authorization and Consent" (A&C) form online via the link to Jetnet check-in or through the Non Rev Travel Planner (NRTP) – acknowledging American Airlines non-revenue travel policies. These policies are outlined in the TRIP book which you can view by accessing www.aacareers.com/support.
 - Once you have accepted the A&C, your travel privileges will be activated the *next business day*.
 - You will be able to verify this by viewing your travel profile in Jetnet.
- To allow time for your profile to be activated and your A&C to be accepted, **the soonest you should plan on using your travel privileges is August 20, 2009.**
 - This assumes that you accept the A&C as indicated above by August 19, 2009.
 - **You will not be able to travel until you have accepted the A&C**

While it is unfortunate that the current economic and business climate are not favorable, we are very pleased to be able to offer our furloughed colleagues this opportunity. Please be sure to carefully review the items on www.aacareers.com/support.

Sincerely,



Cathy Scheu
Managing Director, Flight Service