



## UPDATE FORM - TRAVELERS WITH EXISTING PROFILES

### Traveler Profile Update Form

If you currently have a traveler profile with us, you can update it by completing the form below. You need only complete the fields you wish to update.

Our Privacy Statement

We do not sell or giveaway your information for any reason.

#### Transportation Security Administration (TSA) Information

Name as it appears on your government-issued ID

First Name:

\*

Middle Name:

Last Name:

\*

Suffix:

Redress Number (if you have been given one by the U.S. Government):

Known Traveler Number (U.S. Customs and Border Protection Trusted Traveler Program/NEXUS/Global Entry/SENTRI/TSA Pre-check Number):

Company Name:

\*

Email Address:

\*

#### Primary Credit Card Information

Type of Credit Card:

Type of Credit Card

Name on Card:

Card Number:

Expiration Date (MM/DD/YYYY):

#### Secondary Credit Card Information

Type of Credit Card:

Type of Credit Card

Name on Card:

Card Number:

Expiration Date (MM/DD/YYYY):

**Home Address:**

Address Line 1:

Address Line 2:

City:

State:

Zip Code:

Country:

**United States****Frequent Flyer Information**

Airline – Frequent Flyer Number – Status:

**Hotel Preferences**

Hotel Chain Memberships:

**\*\*IF UPDATING YOUR PROFILE WITH  
PASSPORT INFORMATION, PLEASE  
INCLUDE ALL FIELDS\*\***

**Passport Details**

Country of Citizenship:

**United States**

Name as it appears on passport:

Passport #:

Date of Issue (MM/DD/YYYY):

Expiration Date (MM/DD/YYYY):

**Rental Car Preferences**

Car Company Memberships:

## TRAVELER PROFILE UPDATE FORM SUBMISSION

LXR Travel maintains the highest level of security and privacy for our travelers' personal information. Once a traveler profile is submitted and the contents are entered into our Sabre reservation system it is permanently deleted and can no longer be accessed. We use ShieldQ, which is PCI Compliant, to submit/upload and store the profile. Once it is accessed by authorized staff at LXR Travel, it is permanently deleted.

### DIRECTIONS TO SUBMIT UPDATE PROFILE FORM:

1. Complete the Traveler Profile Update writable PDF form on-line.
2. Save the completed PDF form to your on-line device.
3. Return to <https://www.lxrtravel.com/securedtravelerprofile/updateform-travelerswithexistingprofiles/> and click the ADD button in the SheildQ box and select your completed profile PDF form. Make sure you see the form name in the box after adding it.
4. Click SEND and your file will be sent securely. Once upload is complete, look for a remark stating *"All files uploaded successfully"*
5. Delete your saved completed PDF file from your device or redact sensitive information.

### About ShieldQ uploads

Users can download, scan, photograph, sign and upload documents/images via desktops or mobile devices, transmitted directly to the PCI-accredited, secure document management queue.

ShieldQ, as part of the InterFAX group, is PCI-DSS Level 1 compliant: the highest level of PCI accreditation. With ShieldQ, sensitive card data never touches client servers.

ShieldQ has received an Attestation of Compliance (AOC) from an independent, approved PCI-Qualified Security Assessor (QSA).

Click on the SheildQ logo for more information.