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**Record Group/Collection:** George H.W. Bush Presidential Records  
**Collection/Office of Origin:** Speechwriting, White House Office of  
**Series:** Administrative Files  
**Subseries:** Alpha File, 1989-1993

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**OA/ID Number:** 13905  
**Folder ID Number:** 13905-002

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**Folder Title:**  
Budget, 2/89-7/92 [1]

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| Stack:   | Row:      | Section:  | Shelf:   | Position: |
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| <b>G</b> | <b>18</b> | <b>29</b> | <b>3</b> | <b>2</b>  |

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*Chris*

THE WHITE HOUSE

WASHINGTON

May 4, 1990

MEMORANDUM FOR DAVID DEMAREST  
Assistant to the President  
for Communications

FROM: Rose Zamaria *RZ*  
Special Assistant to the President and  
Director of White House Operations

SUBJECT: Status of FY 1990 Travel and  
Entertainment Budget

Listed below are the travel and entertainment funds available for the following offices for the remainder of fiscal year 1990.

Communications  
Public Affairs  
Public Liaison  
Media Relations  
Speechwriting  
Research

| <u>Account</u> | <u>Annual Budget</u> | <u>Obligated to Date</u> | <u>Remaining Funds</u> |
|----------------|----------------------|--------------------------|------------------------|
| Travel         | \$18,000.00          | 9,943.00                 | 8,057.00               |
| Entertainment  | 3,600.00             | 981.00                   | 2,619.00               |

A breakdown of travel expenses by offices is attached. If you have any questions concerning this memorandum, please call extension 2500.

Listed below is a breakdown of travel expenses by office.

|                 |            |
|-----------------|------------|
| Communications  | \$2,986.40 |
| Speechwriting   | 1,750.00   |
| Research        | 1,225.86   |
| Public Liaison  | 1,905.00   |
| Media Relations | 2,075.74   |

4/30/90

TRAVEL REPORT FOR: ASST TO THE PRES - COMMUNICATIONS - 220  
AS OF DATE: APRIL 30, 1990

FOR MONTH: OCTOBER 1989

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FISCAL YEAR: 90

LEGEND FOR TYPE: O = OFFICIAL; P = POLITICAL; S = STATE DEPARTMENT; N = NON-GOVERNMENT; R = OFFICIAL/POLITICAL  
 A = ADVANCE; H = HOTEL BILL; T = AIRLINE TICKETS; V = VOUCHER  
 \* ASTERISK DESIGNATES CHANGE IN AMOUNT FROM PREVIOUS MONTH END REPORT

| AUTH        | NAME      | DESTINATION         | DATES             | TYPE | PURPOSE                             | AMOUNT | CHANGE |
|-------------|-----------|---------------------|-------------------|------|-------------------------------------|--------|--------|
| 16779       | WEAD      | FORT WAYNE, INDIANA | 10/21/89-10/22/89 | N    | ADDRESS CALVARY CHAPEL              | .00    |        |
| 16782       | WEAD      | LOS ANGELES, CA     | 10/26/89-10/29/89 | N    | ADDRESS ASSOC. OF CHRISTIAN SCHOOLS | .00    |        |
| 19208       | BACARISSE | HOUSTON             | 10/17/89-10/17/89 | N    | ATTEND NASA SPACE SHUTTLE LAUNCH    | .00    |        |
| 19210       | WATKINS   | GRAND RAPID MI      | 10/26/89-10/29/89 | R    | ATTEND GERALD FORD WORKFORCE 2000   | .00    |        |
| 19267       | SANCHEZ   | COLUMBUS, OHIO      | 10/28/89-10/28/89 | P    | ADDRESS REP NATL COMMITTE OUTREACH  | .00    |        |
| TRIP TOTAL  |           |                     |                   |      |                                     | .00    |        |
| 11319       | KILBERG   | BALTIMORE MD        | 10/08/89-10/08/89 | P    | ACCOMPANY THE PRESIDENT             | .00    |        |
| TRIP TOTAL  |           |                     |                   |      |                                     | .00    |        |
| 11318       | RODEMEYER | GULFPORT MS/ NY     | 10/12/89-10/12/89 | P    | ACCOMPANY THE PRESIDNET             | .00    |        |
| 11320       | DOOLEY    | GULFPORT MS/ NY     | 10/04/89-10/04/89 | P    | PREADVANCE THE PRESIDENT            | .00    |        |
| TRIP TOTAL  |           |                     |                   |      |                                     | .00    |        |
| 11332       | SIMON     | SAN JOSE COSTA RICA | 10/02/89-10/03/89 | S    | PREADVANCE THE PRESIDNT             | .00    |        |
| 19070       | DEMAREST  | SAN JOSE COSTA RICA | 10/27/89-10/28/89 | S    | ACCOMPANY THE PRESIDENT             | .00    |        |
| 19236       | RODEMEYER | SAN JOSE COSTA RICA | 10/27/89-10/28/89 | S    | ACCOMPANY THE PRESIDENT             | .00    |        |
| TRIP TOTAL  |           |                     |                   |      |                                     | .00    |        |
| MONTH TOTAL |           |                     |                   |      |                                     | .00    |        |

4/30/90

TRAVEL REPORT FOR: ASST TO THE PRES - COMMUNICATIONS - 220  
AS OF DATE: APRIL 30, 1990FOR MONTH: NOVEMBER 1989  
FISCAL YEAR: 90

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LEGEND FOR TYPE: O = OFFICIAL; P = POLITICAL; S = STATE DEPARTMENT; N = NON-GOVERNMENT; R = OFFICIAL/POLITICAL  
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| AUTH       | NAME      | DESTINATION         | DATES             | TYPE | PURPOSE                             | AMOUNT | CHANGE |
|------------|-----------|---------------------|-------------------|------|-------------------------------------|--------|--------|
| 19211      | SIV       | NEW YORK            | 11/17/89-11/19/89 | N    | ATTEND DINNER FOR CAMBODIAN-AMERICN | .00    |        |
| 19212      | SIV       | MYRTLE BEACH        | 11/18/89-11/19/89 | N    | ATTEND CAMBODIA AMER SOCIETY INC    | .00    |        |
| 19254      | VOGT      | NEW YORK            | 11/29/89-11/30/89 | N    | ATTEND TAX FOUNDATION MEETING       | .00    |        |
| TRIP TOTAL |           |                     |                   |      |                                     | .00    |        |
| 19234      | KILBERG   | NORFOLK/RICHMOND/NJ | 11/02/89-11/02/89 | P    | ACCOMPANY TRIP OF THE PRESIDENT     | .00    |        |
| 19235      | MARTIN    | NEWARK, NJ          | 10/27/89-10/27/89 | P    | PREADVANCE TRIP OF THE PRESIDENT    | .00    |        |
| 19238      | MARTIN    | RICHMOND, VA        | 10/23/89-10/23/89 | P    | PREADVANCE TRIP OF THE PRESIDENT    | .00    |        |
| TRIP TOTAL |           |                     |                   |      |                                     | .00    |        |
| 11316      | BLESSEY   | ANDOVER, MA         | 10/24/89-10/25/89 | R    | PREADVANCE TRIP OF THE PRESIDENT    | 95.86  |        |
| TRIP TOTAL |           |                     |                   |      |                                     | 95.86  |        |
| 11315      | RODEMEYER | DALLAS, TX          | 11/10/89-11/11/89 | R    | ACCOMPANY TRIP OF THE PRESIDENT     | 160.00 |        |
| 15241      | DEMAREST  | DALLAS, TX          | 11/10/89-11/11/89 | R    | ACCOMPANY TRIP OF THE PRESIDENT     | 160.00 |        |
| 19233      | DAVIS     | DALLAS, TX          | 11/10/89-11/11/89 | R    | ACCOMPANY TRIP OF THE PRESIDENT     | 160.00 |        |
| TRIP TOTAL |           |                     |                   |      |                                     | 480.00 |        |
| 19239      | GEAR      | CHICAGO, IL         | 11/08/89-11/08/89 | P    | PREADVANCE TRIP OF THE PRESIDENT    | 77.15  |        |
| TRIP TOTAL |           |                     |                   |      |                                     | 77.15  |        |
| 15242      | DEMAREST  | MEMPHIS, TN         | 11/22/89-11/22/89 | O    | ACCOMPANY TRIP OF THE PRESIDENT     | .00    |        |
| TRIP TOTAL |           |                     |                   |      |                                     | .00    |        |
| 11314      | MARTIN    | MALTA/BRUSSELS      | 11/10/89-12/04/89 | O    | PREADVANCE TRIP OF THE PRESIDENT    | .00    |        |
| 15243      | DEMAREST  | MALTA/BRUSSELS      | 11/30/89-12/04/89 | O    | ACCOMPANY TRIP OF THE PRESIDENT     | .00    |        |

4/30/90

TRAVEL REPORT FOR: ASST TO THE PRES - COMMUNICATIONS - 220  
AS OF DATE: APRIL 30, 1990

FOR MONTH: NOVEMBER 1989  
FISCAL YEAR: 90

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LEGEND FOR TYPE: O = OFFICIAL; P = POLITICAL; S = STATE DEPARTMENT; N = NON-GOVERNMENT; R = OFFICIAL/POLITICAL  
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\* ASTERISK DESIGNATES CHANGE IN AMOUNT FROM PREVIOUS MONTH END REPORT

| AUTH        | NAME | DESTINATION | DATES | TYPE | PURPOSE | AMOUNT | CHANGE |
|-------------|------|-------------|-------|------|---------|--------|--------|
| TRIP TOTAL  |      |             |       |      |         | .00    |        |
| MONTH TOTAL |      |             |       |      |         | 653.01 |        |

4/30/90

TRAVEL REPORT FOR: ASST TO THE PRES - COMMUNICATIONS - 220  
AS OF DATE: APRIL 30, 1990

FOR MONTH: DECEMBER 1989

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FISCAL YEAR: 90

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|-------------|-----------|----------------|-------------------|------|---------------------------------|--------|--------|
| 19252       | DUNCAN    | CAMBRIDGE MA   | 12/10/89-12/15/89 | O    | ATTEND BUSINESS/GOVT CONFERENCE | .00    |        |
| TRIP TOTAL  |           |                |                   |      |                                 | .00    |        |
| 15244       | DEMAREST  | IA/CO/TX       | 12/07/89-12/08/89 | R    | ACCOMPANY THE PRESIDENT         | 70.00  |        |
| 19240       | MALTBY    | DC/IA/TX/CO/DC | 11/13/89-11/14/89 | R    | PREADVANCE THE PRESIDENT        | .00    |        |
| 19253       | RODEMEYER | TX/CO/IA       | 12/07/89-12/08/89 | O    | ACCOMPANY THE PRESIDENT         | 70.00  |        |
| TRIP TOTAL  |           |                |                   |      |                                 | 140.00 |        |
| MONTH TOTAL |           |                |                   |      |                                 | 140.00 |        |

4/30/90

TRAVEL REPORT FOR: ASST TO THE PRES - COMMUNICATIONS - 220  
AS OF DATE: APRIL 30, 1990

FOR MONTH: JANUARY 1990

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LEGEND FOR TYPE: O = OFFICIAL; P = POLITICAL; S = STATE DEPARTMENT; N = NON-GOVERNMENT; R = OFFICIAL/POLITICAL  
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| AUTH        | NAME       | DESTINATION         | DATES             | TYPE | PURPOSE                             | AMOUNT   | CHANGE |
|-------------|------------|---------------------|-------------------|------|-------------------------------------|----------|--------|
| 19201       | SANCHEZ    | CHICAGO IL          | 01/27/90-01/27/90 | P    | ATTND MIDWST HISPANIC POLITICAL CNF | .00      |        |
| 19214       | WEAD       | LOS ANGELES, CA     | 01/13/90-01/13/90 | N    | ADDRESS TRINITY BROADCASTING NETWRK | .00      |        |
| 19285       | SIV        | ORLANDA, FL         | 01/07/90-01/08/90 | N    | ACCOMPANY TRIP OF THE PRESIDENT     | 800.00   |        |
| 19287       | SIV        | SAN FRANCISCO, CA   | 01/13/90-01/15/90 | O    | ATTEND ASIAN AMER. LEADERSHIP       | 600.00   |        |
| TRIP TOTAL  |            |                     |                   |      |                                     | 1,400.00 |        |
| 19248       | SUTHERLAND | ORLANDO, FL         | 01/07/90-01/08/90 | O    | ACCOMPANY TRIP OF THE PRESIDENT     | 275.00   |        |
| 19249       | DEMAREST   | ORLANDO, FL         | 01/08/90-01/08/90 | O    | ACCOMPANT TRIP OF THE PRESIDENT     | .00      |        |
| 19251       | CAWLEY     | ORLANDO, FL/OHIO    | 12/28/89-12/29/89 | O    | PREADVANCE TRIP OF THE PRESIDENT    | 150.00   |        |
| TRIP TOTAL  |            |                     |                   |      |                                     | 425.00   |        |
| 19086       | DEMAREST   | ATLANTA GA/MIAMI FL | 01/02/90-01/03/90 | R    | PREADVANCE THE PRESIDENT            | 140.00   |        |
| 19087       | DEMAREST   | ATLANTA GA/MIAMI FL | 01/19/90-01/19/90 | R    | ACCOMPANY THE PRESIDENT             | 20.00    |        |
| 19250       | SIMON      | ATLANTA GA/MIAMI FL | 01/02/90-01/02/90 | R    | PREADVANCE THE PRESIDENT            | 740.00   |        |
| TRIP TOTAL  |            |                     |                   |      |                                     | 900.00   |        |
| MONTH TOTAL |            |                     |                   |      |                                     | 2,725.00 |        |

4/30/90

TRAVEL REPORT FOR: ASST TO THE PRES - COMMUNICATIONS - 220  
AS OF DATE: APRIL 30, 1990FOR MONTH: FEBRUARY 1990  
FISCAL YEAR: 90

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LEGEND FOR TYPE: O = OFFICIAL; P = POLITICAL; S = STATE DEPARTMENT; N = NON-GOVERNMENT; R = OFFICIAL/POLITICAL  
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|-------------|----------|---------------------|-------------------|------|----------------------------------|----------|--------|
| 16776       | WEAD     | AUSTIN TX           | 02/04/90-02/04/90 | N    | ADDRESS PROTESTANT LEADERS       | .00      |        |
| 20826       | WEAD     | PHOENIX,AZ          | 02/09/90-02/13/90 | N    | ADDRESS FIRST ASSEMBLY CHURCH    | .00      |        |
| TRIP TOTAL  |          |                     |                   |      |                                  | .00      |        |
| 19243       | SIMON    | KNOXVILLE, TN/NC    | 01/26/90-01/26/90 | O    | PREADVANCE TRIP OF THE PRESIDENT | 15.00    |        |
| TRIP TOTAL  |          |                     |                   |      |                                  | 15.00    |        |
| 19089       | DEMAREST | CALIF/NEBRASKA/OHIO | 02/06/90-02/08/90 | R    | ACCOMPANY TRIP OF THE PRESIDENT  | 250.00   |        |
| 19241       | DAVIS    | CALIF/NEBRASKA/OHIO | 02/06/90-02/08/90 | R    | ACCOMPANY TRIP OF THE PRESIDENT  | 250.00   |        |
| 19242       | LAUDNER  | CALIF/NEBRASKA/OHIO | 02/06/90-02/08/90 | R    | ACCOMPANY TRIP OF THE PRESIDENT  | 250.00   |        |
| 19247       | MARTIN   | CA/OMAHA, NE/OHIO   | 01/16/90-01/18/90 | R    | PREADVANCE TRIP OF THE PRESIDENT | 300.00   |        |
| TRIP TOTAL  |          |                     |                   |      |                                  | 1,050.00 |        |
| 51552       | NAPPO    | BALTIMORE MD        | 02/13/90-02/13/90 | O    | PREADVANCE THE PRESIDENT         | .00      |        |
| 51553       | SIMON    | BALTIMORE MD        | 02/13/90-02/13/90 | O    | PREADVANCE THE PRESIDENT         | .00      |        |
| TRIP TOTAL  |          |                     |                   |      |                                  | .00      |        |
| 19091       | DEMAREST | PALM SPRINGS/LA     | 02/28/90-03/04/90 | R    | ACCOMPANY THE PRESIDENT          | 1,100.00 |        |
| 51555       | LANGE    | PALM SPRINGS/LA     | 02/28/90-03/04/90 | R    | ACCOMPANY THE PRESIDENT          | 1,100.00 |        |
| 51556       | LAUDNER  | PALM SPRINGS/LA     | 02/28/90-03/04/90 | R    | ACCOMPANY THE PRESIDENT          | 1,100.00 |        |
| TRIP TOTAL  |          |                     |                   |      |                                  | 3,300.00 |        |
| 51562       | SMITH    | TORONTO CANADA      | 04/10/90-04/10/90 | S    | ACCOMPANY THE PRESIDENT          | .00      |        |
| TRIP TOTAL  |          |                     |                   |      |                                  | .00      |        |
| MONTH TOTAL |          |                     |                   |      |                                  | 4,365.00 |        |

4/30/90

TRAVEL REPORT FOR: ASST TO THE PRES - COMMUNICATIONS - 220  
AS OF DATE: APRIL 30, 1990

FOR MONTH: MARCH 1990

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FISCAL YEAR: 90

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| AUTH        | NAME     | DESTINATION | DATES             | TYPE | PURPOSE                           | AMOUNT                      | CHANGE                  |
|-------------|----------|-------------|-------------------|------|-----------------------------------|-----------------------------|-------------------------|
| 12408       | SIV      | HOUSTON TX  | 03/23/90-03/24/90 | N    | ADDRESS HOG FOUNDATION SYMPOSIUM  | .00                         |                         |
| 19092       | ANDERSON | NEWARK, NY  | 03/08/90-03/09/90 | N    | SPEAKER AT EAGLETON INST. SEMINAR | 80.00                       | <i>should be 130.00</i> |
| 20827       | WATKINS  | NEW YORK    | 03/08/90-03/09/90 | O    | UNITED NEGRO COLLEGE FUND DINNER  | 130.00                      |                         |
| TRIP TOTAL  |          |             |                   |      |                                   | 210.00                      |                         |
| 51558       | WINSTON  | GA/OH/IN/MI | 04/02/90-04/03/90 | R    | ACCOMPANY THE PRESIDENT           | 90.00                       |                         |
| 51559       | LAUDNER  | GA/OH/IN/MI | 04/02/90-04/03/90 | R    | ACCOMPANY THE PRESIDENT           | 90.00                       |                         |
| 51560       | SMITH    | GA/OH/IN/MI | 04/02/90-04/03/90 | R    | ACCOMPANY THE PRESIDENT           | 90.00                       |                         |
| 51901       | DOOLEY   | MI/IN/OH/GA | 03/08/90-03/09/90 | R    | PREADVANCE THE PRESIDENT          | 90.00                       |                         |
| 51902       | BLESSEY  | MI/IN/OH    | 03/07/90-03/09/90 | R    | PREADVANCE THE PRESIDENT          | 90.00                       | *                       |
| TRIP TOTAL  |          |             |                   |      |                                   | 450.00                      |                         |
| MONTH TOTAL |          |             |                   |      |                                   | <del>660.00</del><br>580.00 |                         |

4/30/90

TRAVEL REPORT FOR: ASST TO THE PRES - COMMUNICATIONS - 220  
AS OF DATE: APRIL 30, 1990FOR MONTH: APRIL 1990  
FISCAL YEAR: 90

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|-------------|----------|----------------------|-------------------|------|------------------------------------|----------|--------|
| 12410       | SIV      | BOSTON MA            | 04/06/90-04/06/90 | N    | ADDRESS UNIVER OF LOWELL           | .00      |        |
| 12411       | SIV      | SAN ANTONIA, TX      | 04/26/90-04/30/90 | N    | ADDRESS THE BRAINPOWER CONVOCATION | .00      |        |
| 12413       | SIV      | MINNESOTA            | 04/12/90-04/13/90 | R    | ADDRESS UNIV OF MINN               | .00      |        |
| 19277       | SANCHEZ  | ATLANTA, GA          | 04/20/90-04/21/90 | N    | ATTEND COCA-COLA FOUNDATION DINNER | .00      |        |
| 19286       | SIV      | SEATTLE WA           | 04/21/90-04/24/90 | N    | ADDRESS AACJC CONVENTION           | 100.00   |        |
| TRIP TOTAL  |          |                      |                   |      |                                    | 100.00   |        |
| 19093       | DEMAREST | KEY LARGO, ORLANDO   | 04/19/90-04/22/90 | R    | ACCOMPANY THE PRESIDENT            | 800.00   |        |
| 51541       | MARTIN   | KEY LARGO/BRIMINGHAM | 04/19/90-04/20/90 | R    | ACCOMPANY THE PRESIDENT            | 300.00   |        |
| 51557       | GEAR     | BIRMNGHM/ORLND0/TLSA | 03/26/90-03/27/90 | R    | PREADVANCE THE PRESIDENT           | 200.00   |        |
| TRIP TOTAL  |          |                      |                   |      |                                    | 1,300.00 |        |
| MONTH TOTAL |          |                      |                   |      |                                    | 1,400.00 |        |

4/30/90

TRAVEL REPORT FOR: ASST TO THE PRES - COMMUNICATIONS - 220  
AS OF DATE: APRIL 30, 1990FOR MONTH: MAY 1990  
FISCAL YEAR: 90

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|--------------------|--------|----------------|-------------------|------|-----------------------------------|----------|--------|
| 19131              | WEAD   | MEDFORD OREGON | 05/25/90-05/27/90 | N    | ADDRESS CAYNONVILLE BIBLE ACADEMY | .00      |        |
| 19299              | WEAD   | TULSA OK       | 05/04/90-05/04/90 | N    | ADDRESS ORAL ROBERTS UNIV         | .00      |        |
| 51904              | DUNCAN | EUROPE         | 05/04/90-05/27/90 | S    | ATTEND INTERNAT BUSINESS SEMINAR  | .00      |        |
| TRIP TOTAL         |        |                |                   |      |                                   | .00      |        |
| MONTH TOTAL        |        |                |                   |      |                                   | .00      |        |
| ORGANIZATION TOTAL |        |                |                   |      |                                   | 9,943.01 |        |

4/30/90

TRAVEL REPORT FOR: COMMUNICATIONS - PUBLIC LIAISON - 221  
AS OF DATE: APRIL 30, 1990

FOR MONTH: 10/01/89-9/30/9  
FISCAL YEAR: 90

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|--------------------|--------------|-------------|-------------------|------|--------------|--------|--------|
| OMO18              | IMPREST FUND | VARIOUS     | 10/01/89-09/30/90 | O    | IMPREST FUND | 21.60  |        |
| TRIP TOTAL         |              |             |                   |      |              | 21.60  |        |
| MONTH TOTAL        |              |             |                   |      |              | 21.60  |        |
| ORGANIZATION TOTAL |              |             |                   |      |              | 21.60  |        |

4/30/90

TRAVEL REPORT FOR: COMMUNICATIONS - SPEECH WRITING - 222  
AS OF DATE: APRIL 30, 1990

FOR MONTH: 10/01/89-9/30/9  
FISCAL YEAR: 90

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|--------------------|--------------|-------------|-------------------|------|--------------|--------|--------|
| OMO18              | IMPREST FUND | VARIOUS     | 10/01/89-09/30/90 | O    | IMPREST FUND | 48.20  |        |
| TRIP TOTAL         |              |             |                   |      |              | 48.20  |        |
| MONTH TOTAL        |              |             |                   |      |              | 48.20  |        |
| ORGANIZATION TOTAL |              |             |                   |      |              | 48.20  |        |

4/30/90

TRAVEL REPORT FOR: COMMUNICATIONS - PUBLIC AFFR & MEDIA REL -223  
AS OF DATE: APRIL 30, 1990

FOR MONTH: 10/01/89-9/30/9  
FISCAL YEAR: 90

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| AUTH               | NAME         | DESTINATION | DATES             | TYPE | PURPOSE      | AMOUNT | CHANGE |
|--------------------|--------------|-------------|-------------------|------|--------------|--------|--------|
| OMO18              | IMPREST FUND | VARIOUS     | 10/01/89-09/30/90 | O    | IMPREST FUND | 9.65   | *      |
| TRIP TOTAL         |              |             |                   |      |              | 9.65   |        |
| MONTH TOTAL        |              |             |                   |      |              | 9.65   |        |
| ORGANIZATION TOTAL |              |             |                   |      |              | 9.65   |        |

4/30/90

WHITE HOUSE ENTERTAINMENT REPORT

PAGE 4

AS OF DATE: APRIL 30, 1990

ASST TO THE PRES - COMMUNICATIONS - 220

| PAYEE              | ACCOUNT  | PURPOSE         | DATE     | AMOUNT |
|--------------------|----------|-----------------|----------|--------|
| WH STAFF MESS      | COMM-01  | JAN MESS CHARGE | 01/31/90 | 80.00  |
| BOBBIE KILBERG     | KILB-01  | NOV MESS CHARGE | 11/08/89 | 56.84  |
| BOBBIE KILBERG     | HANUKKAH | HANUKKAH EVENT  | 12/12/89 | 145.80 |
| WH STAFF MESS      | MEDI-01  | DEC MESS CHARGE | 12/31/89 | 698.36 |
| ORGANIZATION TOTAL |          |                 |          | 981.00 |

*Chris*

THE WHITE HOUSE

WASHINGTON

January 5, 1990

MEMORANDUM FOR DAVID DEMAREST  
Assistant to the President  
for Communications

FROM: Rose Zamaria *RZ*  
Special Assistant to the President and  
Director of White House Operations

SUBJECT: Status of FY 1990 Travel and  
Entertainment Budget

Listed below are the travel and entertainment funds available for  
the following offices for the remainder of fiscal year 1990.

- Communications
- Public Affairs
- Public Liaison
- Media Relations
- Speechwriting
- Research

| <u>Account</u> | <u>Annual Budget</u> | <u>Obligated to Date</u>      | <u>Remaining Funds</u>            |
|----------------|----------------------|-------------------------------|-----------------------------------|
| Travel         | \$18,000.00          | <del>1,623.00</del><br>823.00 | <del>16,377.00</del><br>17,177.00 |
| Entertainment  | 3,600.00             | 0.00                          | 3,600.00                          |

If you have any questions concerning this memorandum, please call  
extension 2500.

*File Budget  
CDS.*

12/30/89

TRAVEL REPORT FOR: ASST TO THE PRES - COMMUNICATIONS - 220

FOR MONTH: OCTOBER 1989

PAGE 17

AS OF DATE: DECEMBER 31, 1989

FISCAL YEAR: 90

LEGEND FOR TYPE: O = OFFICIAL; P = POLITICAL; S = STATE DEPARTMENT; N = NON-GOVERNMENT; R = OFFICIAL/POLITICAL  
 A = ADVANCE; H = HOTEL BILL; T = AIRLINE TICKETS; V = VOUCHER  
 \* ASTERISK DESIGNATES CHANGE IN AMOUNT FROM PREVIOUS MONTH END REPORT

| AUTH        | NAME      | DESTINATION         | DATES             | TYPE | PURPOSE                             | AMOUNT | CHANGE |
|-------------|-----------|---------------------|-------------------|------|-------------------------------------|--------|--------|
| 16779       | WEAD      | FORT WAYNE, INDIANA | 10/21/89-10/22/89 | N    | ADDRESS CALVARY CHAPEL              | .00    |        |
| 16782       | WEAD      | LOS ANGELES, CA     | 10/26/89-10/29/89 | N    | ADDRESS ASSOC. OF CHRISTIAN SCHOOLS | .00    |        |
| 19208       | BACARISSE | HOUSTON             | 10/17/89-10/17/89 | N    | ATTEND NASA SPACE SHUTTLE LAUNCH    | .00    |        |
| 19210       | WATKINS   | GRAND RAPID MI      | 10/26/89-10/29/89 | R    | ATTEND GERALD FORD WORKFORCE 2000   | .00    |        |
| 19267       | SANCHEZ   | COLUMBUS, OHIO      | 10/28/89-10/28/89 | P    | ADDRESS REP NATL COMMITTE OUTREACH  | .00    |        |
| TRIP TOTAL  |           |                     |                   |      |                                     | .00    |        |
| 11319       | KILBERG   | BALTIMORE MD        | 10/08/89-10/08/89 | P    | ACCOMPANY THE PRESIDENT             | .00    |        |
| TRIP TOTAL  |           |                     |                   |      |                                     | .00    |        |
| 11318       | RODEMEYER | GULFPORT MS/ NY     | 10/12/89-10/12/89 | P    | ACCOMPANY THE PRESIDNET             | .00    |        |
| 11320       | DOOLEY    | GULFPORT MS/ NY     | 10/04/89-10/04/89 | P    | PREADVANCE THE PRESIDENT            | .00    |        |
| TRIP TOTAL  |           |                     |                   |      |                                     | .00    |        |
| 11332       | SIMON     | SAN JOSE COSTA RICA | 10/02/89-10/03/89 | S    | PREADVANCE THE PRESIDNT             | .00    |        |
| 19070       | DEMAREST  | SAN JOSE COSTA RICA | 10/27/89-10/28/89 | S    | ACCOMPANY THE PRESIDENT             | .00    |        |
| 19236       | RODEMEYER | SAN JOSE COSTA RICA | 10/27/89-10/28/89 | S    | ACCOMPANY THE PRESIDENT             | .00    |        |
| TRIP TOTAL  |           |                     |                   |      |                                     | .00    |        |
| MONTH TOTAL |           |                     |                   |      |                                     | .00    |        |

12/30/89

TRAVEL REPORT FOR: ASST TO THE PRES - COMMUNICATIONS - 220

FOR MONTH: NOVEMBER 1989

PAGE

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AS OF DATE: DECEMBER 31, 1989

FISCAL YEAR: 90

LEGEND FOR TYPE: O = OFFICIAL; P = POLITICAL; S = STATE DEPARTMENT; N = NON-GOVERNMENT; R = OFFICIAL/POLITICAL  
 A = ADVANCE; H = HOTEL BILL; T = AIRLINE TICKETS; V = VOUCHER  
 \* ASTERISK DESIGNATES CHANGE IN AMOUNT FROM PREVIOUS MONTH END REPORT

| AUTH       | NAME      | DESTINATION         | DATES             | TYPE | PURPOSE                              | AMOUNT | CHANGE |
|------------|-----------|---------------------|-------------------|------|--------------------------------------|--------|--------|
| 19211      | SIV       | NEW YORK            | 11/17/89-11/19/89 | N    | ATTEND DINNER FOR CAMBODIAN-AMERICAN | .00    |        |
| 19212      | SIV       | MYRTLE BEACH        | 11/18/89-11/19/89 | N    | ATTEND CAMBODIA AMERICAN SOCIETY INC | .00    |        |
| 19254      | VOGT      | NEW YORK            | 11/29/89-11/30/89 | N    | ATTEND TAX FOUNDATION MEETING        | .00    |        |
| TRIP TOTAL |           |                     |                   |      |                                      | .00    |        |
| 19234      | KILBERG   | NORFOLK/RICHMOND/NJ | 11/02/89-11/02/89 | P    | ACCOMPANY TRIP OF THE PRESIDENT      | .00    |        |
| 19235      | MARTIN    | NEWARK, NJ          | 10/27/89-10/27/89 | P    | PREADVANCE TRIP OF THE PRESIDENT     | .00    |        |
| 19238      | MARTIN    | RICHMOND, VA        | 10/23/89-10/23/89 | P    | PREADVANCE TRIP OF THE PRESIDENT     | .00    |        |
| TRIP TOTAL |           |                     |                   |      |                                      | .00    |        |
| 11316      | BLESSEY   | ANDOVER, MA         | 10/24/89-10/25/89 | R    | PREADVANCE TRIP OF THE PRESIDENT     | 170.00 |        |
| TRIP TOTAL |           |                     |                   |      |                                      | 170.00 |        |
| 11315      | RODEMEYER | DALLAS, TX          | 11/10/89-11/11/89 | R    | ACCOMPANY TRIP OF THE PRESIDENT      | 160.00 |        |
| 15241      | DEMAREST  | DALLAS, TX          | 11/10/89-11/11/89 | R    | ACCOMPANY TRIP OF THE PRESIDENT      | 160.00 |        |
| 19233      | DAVIS     | DALLAS, TX          | 11/10/89-11/11/89 | R    | ACCOMPANY TRIP OF THE PRESIDENT      | 160.00 |        |
| TRIP TOTAL |           |                     |                   |      |                                      | 480.00 |        |
| 19239      | GEAR      | CHICAGO, IL         | 11/08/89-11/08/89 | P    | PREADVANCE TRIP OF THE PRESIDENT     | 33.15  | *      |
| TRIP TOTAL |           |                     |                   |      |                                      | 33.15  |        |
| 15242      | DEMAREST  | MEMPHIS, TN         | 11/22/89-11/22/89 | O    | ACCOMPANY TRIP OF THE PRESIDENT      | .00    |        |
| TRIP TOTAL |           |                     |                   |      |                                      | .00    |        |
| 11314      | MARTIN    | MALTA/BRUSSELS      | 11/10/89-12/04/89 | O    | PREADVANCE TRIP OF THE PRESIDENT     | .00    |        |
| 15243      | DEMAREST  | MALTA/BRUSSELS      | 11/30/89-12/04/89 | O    | ACCOMPANY TRIP OF THE PRESIDENT      | .00    |        |

12/30/89

TRAVEL REPORT FOR: ASST TO THE PRES - COMMUNICATIONS - 220  
AS OF DATE: DECEMBER 31, 1989

FOR MONTH: NOVEMBER 1989  
FISCAL YEAR: 90

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LEGEND FOR TYPE: O = OFFICIAL; P = POLITICAL; S = STATE DEPARTMENT; N = NON-GOVERNMENT; R = OFFICIAL/POLITICAL  
A = ADVANCE; H = HOTEL BILL; T = AIRLINE TICKETS; V = VOUCHER  
\* ASTERISK DESIGNATES CHANGE IN AMOUNT FROM PREVIOUS MONTH END REPORT

| AUTH        | NAME | DESTINATION | DATES | TYPE | PURPOSE | AMOUNT | CHANGE |
|-------------|------|-------------|-------|------|---------|--------|--------|
| TRIP TOTAL  |      |             |       |      |         | .00    |        |
| MONTH TOTAL |      |             |       |      |         | 683.15 |        |

12/30/89

TRAVEL REPORT FOR: ASST TO THE PRES - COMMUNICATIONS - 220

FOR MONTH: DECEMBER 1989

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AS OF DATE: DECEMBER 31, 1989

FISCAL YEAR: 90

LEGEND FOR TYPE: D = OFFICIAL; P = POLITICAL; S = STATE DEPARTMENT; N = NON-GOVERNMENT; R = OFFICIAL/POLITICAL  
 A = ADVANCE; H = HOTEL BILL; T = AIRLINE TICKETS; V = VOUCHER  
 \* ASTERISK DESIGNATES CHANGE IN AMOUNT FROM PREVIOUS MONTH END REPORT

| AUTH               | NAME      | DESTINATION    | DATES             | TYPE | PURPOSE                         | AMOUNT   | CHANGE |
|--------------------|-----------|----------------|-------------------|------|---------------------------------|----------|--------|
| 19252              | DUNCAN    | CAMBRIDGE MA   | 12/10/89-12/15/89 | O    | ATTEND BUSINESS/GOVT CONFERENCE | .00      | *      |
| TRIP TOTAL         |           |                |                   |      |                                 | .00      |        |
| 15244              | DEMAREST  | IA/CO/TX       | 12/07/89-12/08/89 | R    | ACCOMPANY THE PRESIDENT         | 70.00    |        |
| 19240              | MALTBY    | DC/IA/TX/CO/DC | 11/13/89-11/14/89 | R    | PREADVANCE THE PRESIDENT        | .00      | *      |
| 19253              | RODEMEYER | TX/CO/IA       | 12/07/89-12/08/89 | O    | ACCOMPANY THE PRESIDENT         | 70.00    |        |
| 19282              | BACARISSE | DC/TX/DC       | 12/01/89-12/10/89 | R    | ADVANCE THE PREWSIDENT          | 800.00   |        |
| TRIP TOTAL         |           |                |                   |      |                                 | 940.00   |        |
| MONTH TOTAL        |           |                |                   |      |                                 | 940.00   |        |
| ORGANIZATION TOTAL |           |                |                   |      |                                 | 1,623.15 |        |

File  
Budget  
FY 90

*Chris  
Demare*

THE WHITE HOUSE

WASHINGTON

December 12, 1989

MEMORANDUM FOR DAVID DEMAREST  
Assistant to the President  
for Communications

FROM: Rose Zamaria *Ry*  
Special Assistant to the President and  
Director of White House Operations

SUBJECT: Status of FY 1990 Travel and  
Entertainment Budget

Listed below are the travel and entertainment funds available for the following offices for the remainder of fiscal year 1990.

Communications  
Public Affairs  
Public Liaison  
Media Relations  
Speechwriting  
Research

| <u>Account</u> | <u>Annual Budget</u> | <u>Obligated to Date</u> | <u>Remaining Funds</u> |
|----------------|----------------------|--------------------------|------------------------|
| Travel         | \$18,000.00          | 660.00                   | 17,340.00              |
| Entertainment  | 3,600.00             | 0.00                     | 3,600.00               |

If you have any questions concerning this memorandum, please call extension 2500.

12/04/89

TRAVEL REPORT FOR: ASST TO THE PRES - COMMUNICATIONS - 220  
AS OF DATE: NOVEMBER 30, 1989FOR MONTH: OCTOBER 1989  
FISCAL YEAR: 90

PAGE 12

LEGEND FOR TYPE: O = OFFICIAL; P = POLITICAL; S = STATE DEPARTMENT; N = NON-GOVERNMENT; R = OFFICIAL/POLITICAL  
 A = ADVANCE; H = HOTEL BILL; T = AIRLINE TICKETS; V = VOUCHER  
 \* ASTERISK DESIGNATES CHANGE IN AMOUNT FROM PREVIOUS MONTH END REPORT

| AUTH        | NAME      | DESTINATION         | DATES             | TYPE | PURPOSE                             | AMOUNT | CHANGE |
|-------------|-----------|---------------------|-------------------|------|-------------------------------------|--------|--------|
| 16779       | WEAD      | FORT WAYNE, INDIANA | 10/21/89-10/22/89 | N    | ADDRESS CALVARY CHAPEL              | .00    |        |
| 16782       | WEAD      | LOS ANGELES, CA     | 10/26/89-10/29/89 | N    | ADDRESS ASSOC. OF CHRISTIAN SCHOOLS | .00    |        |
| 19208       | BACARISSE | HOUSTON             | 10/17/89-10/17/89 | N    | ATTEND NASA SPACE SHUTTLE LAUNCH    | .00    |        |
| 19210       | WATKINS   | GRAND RAPID MI      | 10/26/89-10/29/89 | R    | ATTEND GERALD FORD WORKFORCE 2000   | .00    |        |
| 19267       | SANCHEZ   | COLUMBUS, OHIO      | 10/28/89-10/28/89 | P    | ADDRESS REP NATL COMMITTEE OUTREACH | .00    |        |
| TRIP TOTAL  |           |                     |                   |      |                                     | .00    |        |
| 11319       | KILBERG   | BALTIMORE MD        | 10/08/89-10/08/89 | P    | ACCOMPANY THE PRESIDENT             | .00    |        |
| TRIP TOTAL  |           |                     |                   |      |                                     | .00    |        |
| 11318       | RODEMEYER | GULFPORT MS/ NY     | 10/12/89-10/12/89 | P    | ACCOMPANY THE PRESIDNET             | .00    |        |
| 11320       | DOOLEY    | GULFPORT MS/ NY     | 10/04/89-10/04/89 | P    | PREADVANCE THE PRESIDENT            | .00    |        |
| TRIP TOTAL  |           |                     |                   |      |                                     | .00    |        |
| 11332       | SIMON     | SAN JOSE COSTA RICA | 10/02/89-10/03/89 | S    | PREADVANCE THE PRESIDNT             | .00    |        |
| 19070       | DEMAREST  | SAN JOSE COSTA RICA | 10/27/89-10/28/89 | S    | ACCOMPANY THE PRESIDENT             | .00    |        |
| 19236       | RODEMEYER | SAN JOSE COSTA RICA | 10/27/89-10/28/89 | S    | ACCOMPANY THE PRESIDENT             | .00    |        |
| TRIP TOTAL  |           |                     |                   |      |                                     | .00    |        |
| MONTH TOTAL |           |                     |                   |      |                                     | .00    |        |

12/04/89

TRAVEL REPORT FOR: ASST TO THE PRES - COMMUNICATIONS - 220  
AS OF DATE: NOVEMBER 30, 1989

FOR MONTH: NOVEMBER 1989

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FISCAL YEAR: 90

LEGEND FOR TYPE: O = OFFICIAL; P = POLITICAL; S = STATE DEPARTMENT; N = NON-GOVERNMENT; R = OFFICIAL/POLITICAL  
 A = ADVANCE; H = HOTEL BILL; T = AIRLINE TICKETS; V = VOUCHER  
 \* ASTERISK DESIGNATES CHANGE IN AMOUNT FROM PREVIOUS MONTH END REPORT

| AUTH               | NAME      | DESTINATION         | DATES             | TYPE | PURPOSE                             | AMOUNT | CHANGE |
|--------------------|-----------|---------------------|-------------------|------|-------------------------------------|--------|--------|
| 19211              | SIV       | NEW YORK            | 11/17/89-11/19/89 | N    | ATTEND DINNER FOR CAMBODIAN-AMERICN | .00    |        |
| 19212              | SIV       | MYRTLE BEACH        | 11/18/89-11/19/89 | N    | ATTEND CAMBODIA AMER SOCIETY INC    | .00    |        |
| TRIP TOTAL         |           |                     |                   |      |                                     | .00    |        |
| 19234              | KILBERG   | NORFOLK/RICHMOND/NJ | 11/02/89-11/02/89 | P    | ACCOMPANY TRIP OF THE PRESIDENT     | .00    |        |
| 19235              | MARTIN    | NEWARK, NJ          | 10/27/89-10/27/89 | P    | PREADVANCE TRIP OF THE PRESIDENT    | .00    |        |
| 19238              | MARTIN    | RICHMOND, VA        | 10/23/89-10/23/89 | P    | PREADVANCE TRIP OF THE PRESIDENT    | .00    |        |
| TRIP TOTAL         |           |                     |                   |      |                                     | .00    |        |
| 11316              | BLESSEY   | ANDOVER, MA         | 10/24/89-10/25/89 | R    | PREADVANCE TRIP OF THE PRESIDENT    | 170.00 |        |
| TRIP TOTAL         |           |                     |                   |      |                                     | 170.00 |        |
| 11315              | RODEMEYER | DALLAS, TX          | 11/10/89-11/11/89 | R    | ACCOMPANY TRIP OF THE PRESIDENT     | 160.00 |        |
| 15241              | DEMAREST  | DALLAS, TX          | 11/10/89-11/11/89 | R    | ACCOMPANY TRIP OF THE PRESIDENT     | 160.00 |        |
| 19233              | DAVIS     | DALLAS, TX          | 11/10/89-11/11/89 | R    | ACCOMPANY TRIP OF THE PRESIDENT     | 160.00 |        |
| TRIP TOTAL         |           |                     |                   |      |                                     | 480.00 |        |
| 19239              | GEAR      | CHICAGO, IL         | 11/08/89-11/08/89 | P    | PREADVANCE TRIP OF THE PRESIDENT    | 10.00  |        |
| TRIP TOTAL         |           |                     |                   |      |                                     | 10.00  |        |
| 15242              | DEMAREST  | MEMPHIS, TN         | 11/22/89-11/22/89 | O    | ACCOMPANY TRIP OF THE PRESIDENT     | .00    |        |
| TRIP TOTAL         |           |                     |                   |      |                                     | .00    |        |
| MONTH TOTAL        |           |                     |                   |      |                                     | 660.00 |        |
| ORGANIZATION TOTAL |           |                     |                   |      |                                     | 660.00 |        |

THE WHITE HOUSE  
WASHINGTON

*Oliver*  
*Drucie*

October 30, 1989

MEMORANDUM FOR DAVID DEMAREST  
Assistant to the President  
for Communications

FROM: Rose Zamaria *RZ*  
Special Assistant to the President and  
Director of White House Operations

SUBJECT: Travel and Entertainment Budgets for  
Fiscal Year 1990

Listed below are the travel and entertainment allocations for the remainder of Fiscal Year 1990 for the following offices:

Communications  
Public Affairs  
Public Liaison  
Media Relations  
Speechwriting  
Research

Entertainment

\$3,600

Travel

\$18,000

We will provide monthly reports showing the status of these budgets with a detailed listing of the expenses incurred.

If you have any questions concerning this memorandum, please call extension 2500.

*Chris  
Zamary*

THE WHITE HOUSE

WASHINGTON

August 3, 1989

MEMORANDUM FOR DAVID DEMAREST  
Assistant to the President for  
Communications

FROM: ROSE ZAMARIA *Rz*  
Special Assistant to the President and  
Director of White House Operations

SUBJECT: Status of FY 1989 Travel and  
Entertainment Budget

Listed below are the travel and entertainment funds available for your use for the remainder of fiscal year 1989. This includes the offices of Speechwriting, Public Affairs, Media Relations, and Public Liaison.

Travel  
\$ 9,927.00

Entertainment  
\$3,020.00

If you have any questions concerning this memorandum, please call extenison 2500.

8/01/89

WHITE HOUSE ENTERTAINMENT REPORT

PAGE 14

AS OF DATE: JULY 31, 1989

ASST TO THE PRES - COMMUNICATIONS - 220

| PAYEE              | ACCOUNT | PURPOSE            | DATE     | AMOUNT |
|--------------------|---------|--------------------|----------|--------|
| WH STAFF MESS      | MEDI-01 | MARCH MESS CHARGE  | 03/31/89 | 140.00 |
| WH STAFF MESS      | LIAS-01 | MARCH MESS CHARGES | 03/31/89 | 40.00  |
| ORGANIZATION TOTAL |         |                    |          | 180.00 |

8/01/89

TRAVEL REPORT FOR: ASST TO THE PRES - COMMUNICATIONS - 220  
AS OF DATE: JULY 31, 1989

FOR MONTH: FEBRUARY 1989

PAGE 122

FISCAL YEAR: 89

LEGEND FOR TYPE: O = OFFICIAL; P = POLITICAL; S = STATE DEPARTMENT; N = NON-GOVERNMENT; R = OFFICIAL/POLITICAL  
 A = ADVANCE; H = HOTEL BILL; T = AIRLINE TICKETS; V = VOUCHER  
 \* ASTERISK DESIGNATES CHANGE IN AMOUNT FROM PREVIOUS MONTH END REPORT

| AUTH        | NAME     | DESTINATION   | DATES             | TYPE | PURPOSE                            | AMOUNT   | CHANGE |
|-------------|----------|---------------|-------------------|------|------------------------------------|----------|--------|
| ✓16793      | CSORBA   | ORLANDO FL    | 02/01/89-02/05/89 | O    | ADDRESS NAT POLICY MEETING         | 401.35   |        |
| ✓20823      | SIV      | LONG BEACH CA | 02/17/89-02/19/89 | O    | ADDRESS INTRNAT SYMPOSIUM CAMBODIA | 510.00   |        |
| TRIP TOTAL  |          |               |                   |      |                                    | 911.35   |        |
| 20862       | DEMAREST | OTTAWA CANADA | 02/10/89-02/13/89 | O    | ACCOMPANY THE PRESIDENT            | 265.50   |        |
| TRIP TOTAL  |          |               |                   |      |                                    | 265.50   |        |
| MONTH TOTAL |          |               |                   |      |                                    | 1,176.85 |        |

8/01/89

TRAVEL REPORT FOR: ASST TO THE PRES - COMMUNICATIONS - 220  
AS OF DATE: JULY 31, 1989

FOR MONTH: MARCH 1989

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FISCAL YEAR: 89

LEGEND FOR TYPE: O = OFFICIAL; P = POLITICAL; S = STATE DEPARTMENT; N = NON-GOVERNMENT; R = OFFICIAL/POLITICAL  
 A = ADVANCE; H = HOTEL BILL; T = AIRLINE TICKETS; V = VOUCHER  
 \* ASTERISK DESIGNATES CHANGE IN AMOUNT FROM PREVIOUS MONTH END REPORT

| AUTH        | NAME     | DESTINATION          | DATES             | TYPE | PURPOSE                     | AMOUNT | CHANGE |
|-------------|----------|----------------------|-------------------|------|-----------------------------|--------|--------|
| ✓16747      | SIV      | NEW YORK             | 03/09/89-03/10/89 | O    | ADDRESS CONSERVATIVE CLUB   | 269.80 |        |
| ✓19205      | SANCHEZ  | SAN DIEGO/DALLAS     | 03/09/89-03/10/89 | P    | ATTEND REPUBLICAN FUNCTIONS | .00    | *      |
| TRIP TOTAL  |          |                      |                   |      |                             | 269.80 |        |
| 20864       | DEMAREST | HOUSTON TX/ COLORADO | 03/16/89-03/17/89 | O    | ACCOMPANY THE PRESIDENT     | 170.00 | *      |
| TRIP TOTAL  |          |                      |                   |      |                             | 170.00 |        |
| MONTH TOTAL |          |                      |                   |      |                             | 439.80 |        |

8/01/89

TRAVEL REPORT FOR: ASST TO THE PRES - COMMUNICATIONS - 220  
AS OF DATE: JULY 31, 1989

FOR MONTH: APRIL 1989

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FISCAL YEAR: 89

LEGEND FOR TYPE: O = OFFICIAL; P = POLITICAL; S = STATE DEPARTMENT; N = NON-GOVERNMENT; R = OFFICIAL/POLITICAL  
 A = ADVANCE; H = HOTEL BILL; T = AIRLINE TICKETS; V = VOUCHER  
 \* ASTERISK DESIGNATES CHANGE IN AMOUNT FROM PREVIOUS MONTH END REPORT

| AUTH        | NAME        | DESTINATION       | DATES             | TYPE | PURPOSE                             | AMOUNT   | CHANGE |
|-------------|-------------|-------------------|-------------------|------|-------------------------------------|----------|--------|
| ✓ 18423     | WATKINS     | NEWPORT BEACH     | 04/19/89-04/22/89 | P    | ATTEND STATE CHAIRMEN'S MEETING     | .00      |        |
| 19064       | DEMAREST    | NEWPORT BEACH     | 04/20/89-04/23/89 | P    | ATTEND STATE CHAIRMEN'S MEETING     | .00      |        |
| TRIP TOTAL  |             |                   |                   |      |                                     | .00      |        |
| 18415       | DAVIS ✓     | SAN FRAN/LA/MIAMI | 04/24/89-04/27/89 | O    | ACCOMPANY PRESIDENT ✓               | 600.00   |        |
| 18416       | RODEMEYER ✓ | SAN FRAN/LA/MIAMI | 04/24/89-04/27/89 | O    | ACCOMPANY PRESIDENT ✓               | 600.00   |        |
| 19065       | DEMAREST    | CA/IL             | 04/24/89-04/27/89 | O    | ACCOMPANY THE PRESIDENT             | 1,100.00 | *      |
| TRIP TOTAL  |             |                   |                   |      |                                     | 2,300.00 |        |
| ✓ 19200     | SANCHEZ     | LOS ANGELES, CA   | 04/17/89-04/22/89 | R    | PREADVANCE PRESIDENTS TRIP/RNC CONF | 1,586.00 | *      |
| TRIP TOTAL  |             |                   |                   |      |                                     | 1,586.00 |        |
| MONTH TOTAL |             |                   |                   |      |                                     | 3,886.00 |        |

8/01/89

TRAVEL REPORT FOR: ASST TO THE PRES - COMMUNICATIONS - 220  
AS OF DATE: JULY 31, 1989FOR MONTH: MAY 1989  
FISCAL YEAR: 89

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LEGEND FOR TYPE: O = OFFICIAL; P = POLITICAL; S = STATE DEPARTMENT; N = NON-GOVERNMENT; R = OFFICIAL/POLITICAL  
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 \* ASTERISK DESIGNATES CHANGE IN AMOUNT FROM PREVIOUS MONTH END REPORT

| AUTH        | NAME         | DESTINATION          | DATES             | TYPE | PURPOSE                            | AMOUNT | CHANGE |
|-------------|--------------|----------------------|-------------------|------|------------------------------------|--------|--------|
| 18413       | RODEMEYER ✓  | TEXAS/KY             | 05/12/89-05/14/89 | R    | ACCOMPANY THE PRESIDENT ✓          | 245.50 | *      |
| 18419       | BLESSEY ✓    | MISSISSIPPI/TEXAS/KY | 05/01/89-05/02/89 | R    | PREADVANCE TRIP OF THE PRESIDENT ✓ | 107.50 | *      |
| TRIP TOTAL  |              |                      |                   |      |                                    | 353.00 |        |
| 11349       | MARTIN ✓     | NY/MAINE/BOSTON      | 05/18/89-05/21/89 | O    | ACCOMPANY THE PRESIDENT            | 500.00 |        |
| TRIP TOTAL  |              |                      |                   |      |                                    | 500.00 |        |
| 18420       | DOOLEY ✓     | NEW LONDON, CT       | 05/08/89-05/08/89 | O    | PREADVANCE TRIP OF THE PRESIDENT ✓ | .00    |        |
| TRIP TOTAL  |              |                      |                   |      |                                    | .00    |        |
| 18417       | WINSTON 8✓   | ROME/BONN/LONDON     | 05/26/89-06/02/89 | S    | ACCOMPANY THE PRESIDENT            | .00    |        |
| No 18441    | MCGROARTY    | ROME/BONN/LONDON     | 05/26/89-06/02/89 | S    | ACCOMPANY THE PRESIDENT            | .00    |        |
| 18442       | DAVIS 5✓     | ROME/BONN/LONDON     | 05/26/89-06/02/89 | S    | ACCOMPANY THE PRESIDENT ✓          | .00    |        |
| 18443       | RODEMEYER 8✓ | ROME/BONN/LONDON     | 05/26/89-06/02/89 | S    | ACCOMPANY THE PRESIDENT ✓          | .00    |        |
| 19040       | DEMAREST     | ROME/BONN/LONDON     | 05/26/89-06/02/89 | S    | ACCOMPANY THE PRESIDENT            | .00    |        |
| TRIP TOTAL  |              |                      |                   |      |                                    | .00    |        |
| MONTH TOTAL |              |                      |                   |      |                                    | 853.00 |        |

8/01/89

TRAVEL REPORT FOR: ASST TO THE PRES - COMMUNICATIONS - 220  
AS OF DATE: JULY 31, 1989

FOR MONTH: JUNE 1989

PAGE 126

FISCAL YEAR: 89

LEGEND FOR TYPE: O = OFFICIAL; P = POLITICAL; S = STATE DEPARTMENT; N = NON-GOVERNMENT; R = OFFICIAL/POLITICAL  
 A = ADVANCE; H = HOTEL BILL; T = AIRLINE TICKETS; V = VOUCHER  
 \* ASTERISK DESIGNATES CHANGE IN AMOUNT FROM PREVIOUS MONTH END REPORT

| AUTH        | NAME        | DESTINATION          | DATES             | TYPE | PURPOSE                            | AMOUNT   | CHANGE |
|-------------|-------------|----------------------|-------------------|------|------------------------------------|----------|--------|
| 19220       | SIV         | NEW YORK             | 06/16/89-06/18/89 | R    | ADDRESS ASIAN AMER VOTERS/REP COMM | 200.00   |        |
| 19257       | SIV S       | GENEVA               | 06/10/89-06/15/89 | S    | PARTICIPATE IN GENEVA CONFERENCE   | .00      | *      |
| TRIP TOTAL  |             |                      |                   |      |                                    | 200.00   |        |
| 18422       | SIMON ✓     | LINCOLN, NE          | 05/31/89-05/31/89 | O    | PREADVANCE TRIP OF THE PRESIDENT ✓ | 22.50    |        |
| 19066       | DEMAREST    | YELLOWSTONE NT PARK  | 06/12/89-06/13/89 | O    | ACCOMPANY THE PRESIDENT            | 1,235.00 |        |
| 19221       | SIMON ✓     | YELLOW STONE NATL PK | 06/05/89-06/05/89 | O    | PREADVANCE TRIP OF THE PRESIDENT ✓ | 22.50    |        |
| 19223       | RODEMEYER ✓ | WYOMING/NEBRASKA     | 06/12/89-06/13/89 | O    | ACCOMPANY THE PRESIDENT ✓          | 140.00   |        |
| TRIP TOTAL  |             |                      |                   |      |                                    | 1,420.00 |        |
| 19246       | MALTBY      | GEORGIA              | 06/09/89-06/09/89 | O    | PRE-ADVANCE THE PRESIDENT ✓        | .00      | *      |
| TRIP TOTAL  |             |                      |                   |      |                                    | .00      |        |
| 18418       | BLESSEY     | WYNCOTE, PA          | 06/06/89-06/06/89 | O    | PREADVANCE TRIP OF THE PRESIDENT ✓ | .00      |        |
| TRIP TOTAL  |             |                      |                   |      |                                    | .00      |        |
| 19225       | TRON        | NEW YORK             | 06/22/89-06/22/89 | O    | ACCOMPANY PRESIDENT                | .00      | *      |
| TRIP TOTAL  |             |                      |                   |      |                                    | .00      |        |
| MONTH TOTAL |             |                      |                   |      |                                    | 1,620.00 |        |

8/01/89

TRAVEL REPORT FOR: ASST TO THE PRES - COMMUNICATIONS - 220  
AS OF DATE: JULY 31, 1989

FOR MONTH: JULY 1989

PAGE 127

FISCAL YEAR: 89

LEGEND FOR TYPE: O = OFFICIAL; P = POLITICAL; S = STATE DEPARTMENT; N = NON-GOVERNMENT; R = OFFICIAL/POLITICAL  
 A = ADVANCE; H = HOTEL BILL; T = AIRLINE TICKETS; V = VOUCHER  
 \* ASTERISK DESIGNATES CHANGE IN AMOUNT FROM PREVIOUS MONTH END REPORT

| AUTH               | NAME                  | DESTINATION          | DATES             | TYPE | PURPOSE                             | AMOUNT   | CHANGE |
|--------------------|-----------------------|----------------------|-------------------|------|-------------------------------------|----------|--------|
| 15233              | DEMAREST <sup>S</sup> | HUNGARY/FRANCE/POLND | 07/09/89-07/18/89 | O    | ACCOMPANY THE TRIP OF THE PRESIDENT | .00      |        |
| 18421              | DOOLEY <sup>S</sup>   | FRANCE/POLAND        | 06/01/89-06/12/89 | S    | PREADVANCE TRIP OF THE PRESIDENT ✓  | .00      |        |
| TRIP TOTAL         |                       |                      |                   |      |                                     | .00      |        |
| MONTH TOTAL        |                       |                      |                   |      |                                     | .00      |        |
| ORGANIZATION TOTAL |                       |                      |                   |      |                                     | 7,975.65 |        |

8/01/89

TRAVEL REPORT FOR: COMMUNICATIONS - SPEECH WRITING - 222  
AS OF DATE: JULY 31, 1989

FOR MONTH: \*\*\*\*\*  
FISCAL YEAR: 89

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LEGEND FOR TYPE: O = OFFICIAL; P = POLITICAL; S = STATE DEPARTMENT; N = NON-GOVERNMENT; R = OFFICIAL/POLITICAL  
A = ADVANCE; H = HOTEL BILL; T = AIRLINE TICKETS; V = VOUCHER  
\* ASTERISK DESIGNATES CHANGE IN AMOUNT FROM PREVIOUS MONTH END REPORT

| AUTH               | NAME         | DESTINATION | DATES             | TYPE | PURPOSE      | AMOUNT | CHANGE |
|--------------------|--------------|-------------|-------------------|------|--------------|--------|--------|
| 9MO18              | IMPREST FUND | VARIOUS     | 10/01/88-09/30/89 | O    | IMPREST FUND | 18.40  | *      |
| TRIP TOTAL         |              |             |                   |      |              | 18.40  |        |
| MONTH TOTAL        |              |             |                   |      |              | 18.40  |        |
| ORGANIZATION TOTAL |              |             |                   |      |              | 18.40  |        |

8/01/89 TRAVEL REPORT FOR: COMMUNICATIONS - PUBLIC AFFR & MEDIA REL -223 FOR MONTH: \*\*\*\*\* PAGE 129  
AS OF DATE: JULY 31, 1989 FISCAL YEAR: 89

LEGEND FOR TYPE: O = OFFICIAL; P = POLITICAL; S = STATE DEPARTMENT; N = NON-GOVERNMENT; R = OFFICIAL/POLITICAL  
A = ADVANCE; H = HOTEL BILL; T = AIRLINE TICKETS; V = VOUCHER  
\* ASTERISK DESIGNATES CHANGE IN AMOUNT FROM PREVIOUS MONTH END REPORT

| AUTH               | NAME         | DESTINATION | DATES             | TYPE | PURPOSE      | AMOUNT | CHANGE |
|--------------------|--------------|-------------|-------------------|------|--------------|--------|--------|
| 9MO18              | IMPREST FUND | VARIOUS     | 10/01/88-09/30/89 | O    | IMPREST FUND | 79.25  |        |
| TRIP TOTAL         |              |             |                   |      |              | 79.25  |        |
| MONTH TOTAL        |              |             |                   |      |              | 79.25  |        |
| ORGANIZATION TOTAL |              |             |                   |      |              | 79.25  |        |

THE WHITE HOUSE

WASHINGTON

July 7, 1989

*Chris  
Ducie*

MEMORANDUM FOR DAVID DEMAREST  
Assistant to the President for  
Communications

FROM: ROSE ZAMARIA *ry*  
Special Assistant to the President and  
Director of White House Operations

SUBJECT: Status of FY 1989 Travel and  
Entertainment Budget

Listed below are the travel and entertainment funds available for your use for the remainder of fiscal year 1989. This includes the offices of Speechwriting, Public Affairs, Media Relations, and Public Liaison.

Travel  
\$10,375.00

Entertainment  
\$3,020.00

If you have any questions concerning this memorandum, please call extenison 2500.

7/01/89

WHITE HOUSE ENTERTAINMENT REPORT

PAGE 14

AS OF DATE: JUNE 30, 1989

ASST TO THE PRES - COMMUNICATIONS - 220

| PAYEE              | ACCOUNT | PURPOSE            | DATE     | AMOUNT |
|--------------------|---------|--------------------|----------|--------|
| WH STAFF MESS      | MEDI-01 | MARCH MESS CHARGE  | 03/31/89 | 140.00 |
| WH STAFF MESS      | LIAS-01 | MARCH MESS CHARGES | 03/31/89 | 40.00  |
| ORGANIZATION TOTAL |         |                    |          | 180.00 |

7/05/89

TRAVEL REPORT FOR: ASST TO THE PRES - COMMUNICATIONS - 220  
AS OF DATE: JULY 05, 1989FOR MONTH: FEBRUARY 1989  
FISCAL YEAR: 89

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LEGEND FOR TYPE: O = OFFICIAL; P = POLITICAL; S = STATE DEPARTMENT; N = NON-GOVERNMENT; R = OFFICIAL/POLITICAL  
 A = ADVANCE; H = HOTEL BILL; T = AIRLINE TICKETS; V = VOUCHER  
 \* ASTERISK DESIGNATES CHANGE IN AMOUNT FROM PREVIOUS MONTH END REPORT

| AUTH        | NAME     | DESTINATION   | DATES             | TYPE | PURPOSE                            | AMOUNT   | CHANGE |
|-------------|----------|---------------|-------------------|------|------------------------------------|----------|--------|
| 16793       | CSORBA   | ORLANDO FL    | 02/01/89-02/05/89 | O    | ADDRESS NAT POLICY MEETING         | 401.35   |        |
| 20823       | SIV      | LONG BEACH CA | 02/17/89-02/19/89 | O    | ADDRESS INTRNAT SYMPOSIUM CAMBODIA | 510.00   |        |
| TRIP TOTAL  |          |               |                   |      |                                    | 911.35   |        |
| 20862       | DEMAREST | OTTAWA CANADA | 02/10/89-02/13/89 | O    | ACCOMPANY THE PRESIDENT            | 265.50   |        |
| TRIP TOTAL  |          |               |                   |      |                                    | 265.50   |        |
| 18421       | DOOLEY   | FRANCE/POLAND | 06/01/89-06/12/89 | S    | PREADVANCE TRIP OF THE PRESIDENT   | .00      |        |
| TRIP TOTAL  |          |               |                   |      |                                    | .00      |        |
| MONTH TOTAL |          |               |                   |      |                                    | 1,176.85 |        |

7/05/89

TRAVEL REPORT FOR: ASST TO THE PRES - COMMUNICATIONS - 220  
AS OF DATE: JULY 05, 1989

FOR MONTH: MARCH 1989

PAGE 119

FISCAL YEAR: 89

LEGEND FOR TYPE: O = OFFICIAL; P = POLITICAL; S = STATE DEPARTMENT; N = NON-GOVERNMENT; R = OFFICIAL/POLITICAL  
A = ADVANCE; H = HOTEL BILL; T = AIRLINE TICKETS; V = VOUCHER  
\* ASTERISK DESIGNATES CHANGE IN AMOUNT FROM PREVIOUS MONTH END REPORT

| AUTH        | NAME     | DESTINATION          | DATES             | TYPE | PURPOSE                     | AMOUNT | CHANGE |
|-------------|----------|----------------------|-------------------|------|-----------------------------|--------|--------|
| 16747       | SIV      | NEW YORK             | 03/09/89-03/10/89 | O    | ADDRESS CONSERVATIVE CLUB   | 269.80 |        |
| 19205       | SANCHEZ  | SAN DIEGO/DALLAS     | 03/09/89-03/10/89 | P    | ATTEND REPUBLICAN FUNCTIONS | .00    |        |
| TRIP TOTAL  |          |                      |                   |      |                             | 269.80 |        |
| 20864       | DEMAREST | HOUSTON TX/ COLORADO | 03/16/89-03/17/89 | O    | ACCOMPANY THE PRESIDENT     | 200.00 |        |
| TRIP TOTAL  |          |                      |                   |      |                             | 200.00 |        |
| MONTH TOTAL |          |                      |                   |      |                             | 469.80 |        |

7/05/89

TRAVEL REPORT FOR: ASST TO THE PRES - COMMUNICATIONS - 220  
AS OF DATE: JULY 05, 1989

FOR MONTH: APRIL 1989

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FISCAL YEAR: 89

LEGEND FOR TYPE: O = OFFICIAL; P = POLITICAL; S = STATE DEPARTMENT; N = NON-GOVERNMENT; R = OFFICIAL/POLITICAL  
 A = ADVANCE; H = HOTEL BILL; T = AIRLINE TICKETS; V = VOUCHER  
 \* ASTERISK DESIGNATES CHANGE IN AMOUNT FROM PREVIOUS MONTH END REPORT

| AUTH        | NAME      | DESTINATION       | DATES             | TYPE | PURPOSE                             | AMOUNT   | CHANGE |
|-------------|-----------|-------------------|-------------------|------|-------------------------------------|----------|--------|
| 18423       | WATKINS   | NEWPORT BEACH     | 04/19/89-04/22/89 | P    | ATTEND STATE CHAIRMEN'S MEETING     | .00      |        |
| 19064       | DEMAREST  | NEWPORT BEACH     | 04/20/89-04/23/89 | P    | ATTEND STATE CHAIRMEN'S MEETING     | .00      |        |
| TRIP TOTAL  |           |                   |                   |      |                                     | .00      |        |
| 18415       | DAVIS     | SAN FRAN/LA/MIAMI | 04/24/89-04/27/89 | O    | ACCOMPANY PRESIDENT                 | 600.00   |        |
| 18416       | RODEMEYER | SAN FRAN/LA/MIAMI | 04/24/89-04/27/89 | O    | ACCOMPANY PRESIDENT                 | 600.00   |        |
| 19065       | DEMAREST  | CA/IL             | 04/24/89-04/27/89 | O    | ACCOMPANY THE PRESIDENT             | 1,400.00 |        |
| TRIP TOTAL  |           |                   |                   |      |                                     | 2,600.00 |        |
| 19200       | SANCHEZ   | LOS ANGELES, CA   | 04/17/89-04/22/89 | R    | PREADVANCE PRESIDENTS TRIP/RNC CONF | 660.00   |        |
| TRIP TOTAL  |           |                   |                   |      |                                     | 660.00   |        |
| MONTH TOTAL |           |                   |                   |      |                                     | 3,260.00 |        |

7/05/89

TRAVEL REPORT FOR: ASST TO THE PRES - COMMUNICATIONS - 220

FOR MONTH: MAY 1989

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AS OF DATE: JULY 05, 1989

FISCAL YEAR: 89

LEGEND FOR TYPE: O = OFFICIAL; P = POLITICAL; S = STATE DEPARTMENT; N = NON-GOVERNMENT; R = OFFICIAL/POLITICAL  
 A = ADVANCE; H = HOTEL BILL; T = AIRLINE TICKETS; V = VOUCHER  
 \* ASTERISK DESIGNATES CHANGE IN AMOUNT FROM PREVIOUS MONTH END REPORT

| AUTH        | NAME      | DESTINATION          | DATES             | TYPE | PURPOSE                          | AMOUNT | CHANGE |
|-------------|-----------|----------------------|-------------------|------|----------------------------------|--------|--------|
| 18413       | RODEMEYER | TEXAS/KY             | 05/12/89-05/14/89 | R    | ACCOMPANY THE PRESIDENT          | 240.00 |        |
| 18419       | BLESSEY   | MISSISSIPPI/TEXAS/KY | 05/01/89-05/02/89 | R    | PREADVANCE TRIP OF THE PRESIDENT | 110.00 |        |
| TRIP TOTAL  |           |                      |                   |      |                                  | 350.00 |        |
| 11349       | MARTIN    | NY/MAINE/BOSTON      | 05/18/89-05/21/89 | O    | ACCOMPANY THE PRESIDENT          | 500.00 |        |
| TRIP TOTAL  |           |                      |                   |      |                                  | 500.00 |        |
| 18420       | DOOLEY    | NEW LONDON, CT       | 05/08/89-05/08/89 | O    | PREADVANCE TRIP OF THE PRESIDENT | .00    |        |
| TRIP TOTAL  |           |                      |                   |      |                                  | .00    |        |
| 18417       | WINSTON   | ROME/BONN/LONDON     | 05/26/89-06/02/89 | S    | ACCOMPANY THE PRESIDENT          | .00    |        |
| 18441       | MCGROARTY | ROME/BONN/LONDON     | 05/26/89-06/02/89 | S    | ACCOMPANY THE PRESIDENT          | .00    |        |
| 18442       | DAVIS     | ROME/BONN/LONDON     | 05/26/89-06/02/89 | S    | ACCOMPANY THE PRESIDENT          | .00    |        |
| 18443       | RODEMEYER | ROME/BONN/LONDON     | 05/26/89-06/02/89 | S    | ACCOMPANY THE PRESIDENT          | .00    |        |
| 19040       | DEMAREST  | ROME/BONN/LONDON     | 05/26/89-06/02/89 | S    | ACCOMPANY THE PRESIDENT          | .00    |        |
| TRIP TOTAL  |           |                      |                   |      |                                  | .00    |        |
| MONTH TOTAL |           |                      |                   |      |                                  | 850.00 |        |

7/05/89

TRAVEL REPORT FOR: ASST TO THE PRES - COMMUNICATIONS - 220  
AS OF DATE: JULY 05, 1989FOR MONTH: JUNE 1989  
FISCAL YEAR: 89

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LEGEND FOR TYPE: O = OFFICIAL; P = POLITICAL; S = STATE DEPARTMENT; N = NON-GOVERNMENT; R = OFFICIAL/POLITICAL  
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 \* ASTERISK DESIGNATES CHANGE IN AMOUNT FROM PREVIOUS MONTH END REPORT

| AUTH               | NAME      | DESTINATION          | DATES             | TYPE | PURPOSE                            | AMOUNT   | CHANGE |
|--------------------|-----------|----------------------|-------------------|------|------------------------------------|----------|--------|
| 19220              | SIV       | NEW YORK             | 06/16/89-06/18/89 | R    | ADDRESS ASIAN AMER VOTERS/REP COMM | 200.00   |        |
| 19257              | SIV       | GENEVA               | 06/10/89-06/15/89 | S    | PARTICIPATE IN GENEVA CONFERENCE   | .00      |        |
| TRIP TOTAL         |           |                      |                   |      |                                    | 200.00   |        |
| 18422              | SIMON     | LINCOLN, NE          | 05/31/89-05/31/89 | O    | PREADVANCE TRIP OF THE PRESIDENT   | 22.50    |        |
| 19066              | DEMAREST  | YELLOWSTONE NT PARK  | 06/12/89-06/13/89 | O    | ACCOMPANY THE PRESIDENT            | 1,235.00 |        |
| 19221              | SIMON     | YELLOW STONE NATL PK | 06/05/89-06/05/89 | O    | PREADVANCE TRIP OF THE PRESIDENT   | 22.50    |        |
| 19223              | RODEMEYER | WYOMING/NEBRASKA     | 06/12/89-06/13/89 | O    | ACCOMPANY THE PRESIDENT            | 140.00   |        |
| TRIP TOTAL         |           |                      |                   |      |                                    | 1,420.00 |        |
| 19246              | MALTBY    | GEORGIA              | 06/09/89-06/09/89 | O    | PRE-ADVANCE THE PRESIDENT          | .00      |        |
| TRIP TOTAL         |           |                      |                   |      |                                    | .00      |        |
| 18418              | BLESSEY   | WYNCOTE, PA          | 06/06/89-06/06/89 | O    | PREADVANCE TRIP OF THE PRESIDENT   | .00      |        |
| TRIP TOTAL         |           |                      |                   |      |                                    | .00      |        |
| 19225              | TRON      | NEW YORK             | 06/22/89-06/22/89 | O    | ACCOMPANY PRESIDENT                | 160.00   |        |
| TRIP TOTAL         |           |                      |                   |      |                                    | 160.00   |        |
| MONTH TOTAL        |           |                      |                   |      |                                    | 1,780.00 |        |
| ORGANIZATION TOTAL |           |                      |                   |      |                                    | 7,536.65 |        |

7/05/89

TRAVEL REPORT FOR: COMMUNICATIONS - SPEECH WRITING - 222  
AS OF DATE: JULY 05, 1989

FOR MONTH: \*\*\*\*\*  
FISCAL YEAR: 89

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LEGEND FOR TYPE: O = OFFICIAL; P = POLITICAL; S = STATE DEPARTMENT; N = NON-GOVERNMENT; R = OFFICIAL/POLITICAL  
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\* ASTERISK DESIGNATES CHANGE IN AMOUNT FROM PREVIOUS MONTH END REPORT

| AUTH               | NAME         | DESTINATION | DATES             | TYPE | PURPOSE      | AMOUNT | CHANGE |
|--------------------|--------------|-------------|-------------------|------|--------------|--------|--------|
| 9MO18              | IMPREST FUND | VARIOUS     | 10/01/88-09/30/89 | O    | IMPREST FUND | 9.00   |        |
| TRIP TOTAL         |              |             |                   |      |              | 9.00   |        |
| MONTH TOTAL        |              |             |                   |      |              | 9.00   |        |
| ORGANIZATION TOTAL |              |             |                   |      |              | 9.00   |        |

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A = ADVANCE; H = HOTEL BILL; T = AIRLINE TICKETS; V = VOUCHER  
\* ASTERISK DESIGNATES CHANGE IN AMOUNT FROM PREVIOUS MONTH END REPORT

| AUTH               | NAME         | DESTINATION | DATES             | TYPE | PURPOSE      | AMOUNT | CHANGE |
|--------------------|--------------|-------------|-------------------|------|--------------|--------|--------|
| 9M018              | IMPREST FUND | VARIOUS     | 10/01/88-09/30/89 | O    | IMPREST FUND | 79.25  |        |
| TRIP TOTAL         |              |             |                   |      |              | 79.25  |        |
| MONTH TOTAL        |              |             |                   |      |              | 79.25  |        |
| ORGANIZATION TOTAL |              |             |                   |      |              | 79.25  |        |

Druce  
FYI  
SB

THE WHITE HOUSE  
WASHINGTON

April 17, 1989

MEMORANDUM FOR DAVID DEMAREST  
Assistant to the President for  
Communications

FROM: ROSE ZAMARIA *RZ*  
Special Assistant to the President and  
Director of White House Operations

SUBJECT: Status of FY 1989 Travel and  
Entertainment Budget

Listed below are the travel and entertainment funds available for your use for the remainder of fiscal year 1989. This includes the offices of Speechwriting, Public Affairs, Media Relations, and Public Liaison.

Travel  
\$ 16,090.00

Entertainment  
\$ 3,200.00

If you have any questions concerning this memorandum, please call extension 2500.

4/14/89

TRAVEL REPORT FOR: ASST TO THE PRES - COMMUNICATIONS - 220  
AS OF DATE: APRIL 14, 1989

FOR MONTH: FEBRUARY 1989

PAGE 107

FISCAL YEAR: 89

LEGEND FOR TYPE: O = OFFICIAL; P = POLITICAL; S = STATE DEPARTMENT; N = NON-GOVERNMENT; R = OFFICIAL/POLITICAL  
A = ADVANCE; H = HOTEL BILL; T = AIRLINE TICKETS; V = VOUCHER  
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| AUTH        | NAME     | DESTINATION   | DATES             | TYPE | PURPOSE                            | AMOUNT   | CHANGE |
|-------------|----------|---------------|-------------------|------|------------------------------------|----------|--------|
| 16793       | CSORBA   | ORLANDO FL    | 02/01/89-02/05/89 | O    | ADDRESS NAT POLICY MEETING         | 410.00   |        |
| 20823       | SIV      | LONG BEACH CA | 02/17/89-02/19/89 | O    | ADDRESS INTRNAT SYMPOSIUM CAMBODIA | 800.00   |        |
| TRIP TOTAL  |          |               |                   |      |                                    | 1,210.00 |        |
| 20862       | DEMAREST | OTTAWA CANADA | 02/10/89-02/13/89 | O    | ACCOMPANY THE PRESIDENT            | 265.50   |        |
| TRIP TOTAL  |          |               |                   |      |                                    | 265.50   |        |
| MONTH TOTAL |          |               |                   |      |                                    | 1,475.50 |        |

4/14/89

TRAVEL REPORT FOR: ASST TO THE PRES - COMMUNICATIONS - 220  
AS OF DATE: APRIL 14, 1989

FOR MONTH: MARCH 1989

PAGE 108

FISCAL YEAR: 89

LEGEND FOR TYPE: O = OFFICIAL; P = POLITICAL; S = STATE DEPARTMENT; N = NON-GOVERNMENT; R = OFFICIAL/POLITICAL  
A = ADVANCE; H = HOTEL BILL; T = AIRLINE TICKETS; V = VOUCHER  
\* ASTERISK DESIGNATES CHANGE IN AMOUNT FROM PREVIOUS MONTH END REPORT

| AUTH               | NAME    | DESTINATION      | DATES             | TYPE | PURPOSE                     | AMOUNT   | CHANGE |
|--------------------|---------|------------------|-------------------|------|-----------------------------|----------|--------|
| 16747              | SIV     | NEW YORK         | 03/09/89-03/10/89 | O    | ADDRESS CONSERVATIVE CLUB   | 235.00   |        |
| 19205              | SANCHEZ | SAN DIEGO/DALLAS | 03/09/89-03/10/89 | P    | ATTEND REPUBLICAN FUNCTIONS | .00      |        |
| TRIP TOTAL         |         |                  |                   |      |                             | 235.00   |        |
| MONTH TOTAL        |         |                  |                   |      |                             | 235.00   |        |
| ORGANIZATION TOTAL |         |                  |                   |      |                             | 1,910.50 |        |

4/14/89

TRAVEL REPORT FOR: ASST TO THE PRES - COMMUNICATIONS - 220  
AS OF DATE: APRIL 14, 1989

FOR MONTH: JANUARY 1989

PAGE 106

FISCAL YEAR: 89

LEGEND FOR TYPE: O = OFFICIAL; P = POLITICAL; S = STATE DEPARTMENT; N = NON-GOVERNMENT; R = OFFICIAL/POLITICAL  
A = ADVANCE; H = HOTEL BILL; T = AIRLINE TICKETS; V = VOUCHER  
\* ASTERISK DESIGNATES CHANGE IN AMOUNT FROM PREVIOUS MONTH END REPORT

| AUTH        | NAME     | DESTINATION          | DATES             | TYPE | PURPOSE                 | AMOUNT | CHANGE |
|-------------|----------|----------------------|-------------------|------|-------------------------|--------|--------|
| 20864       | DEMAREST | HOUSTON TX/ COLORADO | 03/16/89-03/17/89 | O    | ACCOMPANY THE PRESIDENT | 200.00 |        |
| TRIP TOTAL  |          |                      |                   |      |                         | 200.00 |        |
| MONTH TOTAL |          |                      |                   |      |                         | 200.00 |        |

*Chavis*  
*Sharon*

THE WHITE HOUSE  
WASHINGTON

February 22, 1989

MEMORANDUM FOR DAVID DEMAREST  
Assistant to the President for  
Communications

FROM: ROSE ZAMARIA *RZ*  
Special Assistant to the President and  
Director of White House Operations

SUBJECT: Travel and Entertainment Budgets for  
the Remainder of Fiscal Year 1989

Listed below are the travel and entertainment allocations for the  
remainder of fiscal year 1989 for the following offices:

- COMMUNICATIONS
- PUBLIC AFFAIRS
- PUBLIC LIAISON
- MEDIA RELATIONS
- SPEECHWRITING
- RESEARCH

Entertainment  
\$3,200

Travel  
\$18,000

The guidelines dealing with the proper use of entertainment  
expenses, as well as the White House Travel Handbook, are  
attached and should be brought to the attention of your  
Administrative Officer.

We will provide monthly reports showing the status of these  
budgets with a detailed listing of the expenses incurred.

If you have any questions concerning this memorandum, please call  
extension 2500.

Attachments

THE WHITE HOUSE

WASHINGTON

February 14, 1989

MEMORANDUM FOR SENIOR STAFF

FROM: Rose Zamaria *RZ*  
Special Assistant to the President and  
Director of White House Operations

SUBJECT: Revised Guidelines for Expenditures of  
Entertainment Funds for FY 89

This memorandum sets forth procedures for use of the White House entertainment account, a small sum appropriated to the White House Office for official entertainment expenses.

In general, requests for funds from the entertainment account will be honored only when it can be shown that (1) the entertainment will further a valid function of the White House Office and (2) the function could not be accomplished as effectively from the Government's standpoint without the expenditure. The White House Staff Mess will provide a cost estimate for each request that must be approved in advance by my office before a function can be funded from the account. Within these broad guidelines, the following, more specific rules pertain:

1. Entertainment funds are not intended for the benefit of Government officers or employees. They may not, therefore, be used to pay for the costs of meals, theatre tickets or other entertainment for Federal official; only for their non-Government guests. The exception is, where it is clearly in the interest of the Government, a reception or similar event may be scheduled for the purpose of entertaining non-Government guests, which will also be attended by Government officials. The entire amount may then be charged as entertainment expenses without deducting the cost of Government officials who are present.
2. Entertainment funds may not be used for gifts, employee birthday parties, staff parties, or holiday receptions (such as Christmas parties).
3. Entertainment funds may not be used to pay for political events.

4. When use of entertainment funds is appropriate, this Administration's commitment to reduce Government spending should be remembered. For example:
  - a. Meetings should not be scheduled for lunchtime if a morning coffee and danish session would be as productive.
  - b. Efforts should be made to minimize the cost of receptions being planned by using Government facilities or food service and by considering cost in selecting the food and beverages to be served.
5. Incidental entertainment expenses on personal accounts for which reimbursement is sought may be forwarded to the Administrative Office, Room 1. Requests for payment will not be considered unless accompanied by a receipt, a description of the purpose and nature of the entertainment, and a description of the category of guests.
6. An expense to an office account requires a description of the purpose as well as a guest list forwarded to the Administrative Office, Room 1.

Save for  
me -  
Thanks  
DS

THE WHITE HOUSE  
WASHINGTON

August 7, 1992

MEMORANDUM FOR STEVEN D. PROVOST  
Assistant to the President  
for Communications

FROM: Rose Zamaria *RZ*  
Deputy Assistant to the President and  
Director of White House Operations

SUBJECT: Status of FY 1992 Travel and  
Entertainment Budget

Listed below are the travel and entertainment funds available for your use for the remainder of fiscal year 1992.

| <u>Account</u> | <u>Annual Budget</u> | <u>Obligated to Date</u> | <u>Remaining Funds</u> |
|----------------|----------------------|--------------------------|------------------------|
| Travel         | \$12,000.00          | 5,808.00                 | 6,192.00               |
| Entertainment  | 200.00               | 0.00                     | 200.00                 |

If you have any questions concerning this memorandum, please call extension 2500.

7/31/92

TRAVEL REPORT FOR: ASST TO THE PRES - COMMUNICATIONS - 220  
AS OF DATE: JULY 31, 1992

FOR MONTH: \*\*\*\*\*

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FISCAL YEAR: 92

LEGEND FOR TYPE: O = OFFICIAL; P = POLITICAL; S = STATE DEPARTMENT; N = NON-GOVERNMENT; R = OFFICIAL/POLITICAL  
A = ADVANCE; H = HOTEL BILL; T = AIRLINE TICKETS; V = VOUCHER  
\* ASTERISK DESIGNATES CHANGE IN AMOUNT FROM PREVIOUS MONTH END REPORT

| AUTH        | NAME   | DESTINATION | DATES             | TYPE | PURPOSE                  | AMOUNT | CHANGE |
|-------------|--------|-------------|-------------------|------|--------------------------|--------|--------|
| 15774       | BUNTON | MO/OH       | 07/19/92-07/20/92 | P    | PREADVANCE THE PRESIDENT | .00    |        |
| 15776       | MARTIN | OH/MO       | 07/22/92-07/24/92 | P    | ACCOMPANY THE PRESIDENT  | .00    |        |
| TRIP TOTAL  |        |             |                   |      |                          | .00    |        |
| MONTH TOTAL |        |             |                   |      |                          | .00    |        |

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TRAVEL REPORT FOR: ASST TO THE PRES - COMMUNICATIONS - 220  
AS OF DATE: JULY 31, 1992

FOR MONTH: 10/91-09/92

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FISCAL YEAR: 92

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| AUTH        | NAME         | DESTINATION | DATES             | TYPE | PURPOSE      | AMOUNT | CHANGE |
|-------------|--------------|-------------|-------------------|------|--------------|--------|--------|
| 2M018       | IMPREST FUND | VARIOUS     | 10/01/91-09/30/92 | O    | IMPREST FUND | 184.90 |        |
| TRIP TOTAL  |              |             |                   |      |              | 184.90 |        |
| MONTH TOTAL |              |             |                   |      |              | 184.90 |        |

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TRAVEL REPORT FOR: ASST TO THE PRES - COMMUNICATIONS - 220  
AS OF DATE: JULY 31, 1992

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FISCAL YEAR: 92

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 \* ASTERISK DESIGNATES CHANGE IN AMOUNT FROM PREVIOUS MONTH END REPORT

| AUTH        | NAME     | DESTINATION        | DATES             | TYPE | PURPOSE                             | AMOUNT | CHANGE |
|-------------|----------|--------------------|-------------------|------|-------------------------------------|--------|--------|
| 62601       | SMITH,C  | CINCINNATI, OH     | 01/15/92-01/15/92 | O    | ADDRESS ADVERTISING CLUB OF CINCINN | .00    | *      |
| TRIP TOTAL  |          |                    |                   |      |                                     | .00    |        |
| 17648       | DEMAREST | CINCINNATI, OH     | 10/17/91-10/18/91 | O    | ADDRESS THE COMMONWEALTH CLUBS      | .00    |        |
| TRIP TOTAL  |          |                    |                   |      |                                     | .00    |        |
| 17641       | MARTIN   | PA/TN/KY           | 10/02/91-10/03/91 | R    | ACCOMPANY THE PRESIDENT             | .00    | *      |
| 17646       | DEMAREST | PA/KY/TN           | 10/02/91-10/03/91 | P    | ACCOMPANY THE PRESIDENT             | 18.60  |        |
| 17647       | MARTIN   | PA/KY/TN           | 10/02/91-10/03/91 | R    | ACCOMPANY THE PRESIDENT             | 18.60  |        |
| TRIP TOTAL  |          |                    |                   |      |                                     | 37.20  |        |
| 17650       | DEMAREST | MADRID, SPAIN      | 10/28/91-10/30/91 | S    | ACCOMPANY THE PRESIDENT             | .00    |        |
| 17652       | MARTIN   | MADRID, SPAIN      | 10/28/91-10/30/91 | S    | ACCOMPANY THE PRESIDENT             | .00    |        |
| 17653       | BOTWIN   | MADRID, SPAIN      | 10/22/91-10/31/91 | S    | ADVANCE THE PRESIDENT               | .00    |        |
| TRIP TOTAL  |          |                    |                   |      |                                     | .00    |        |
| 17670       | DEMAREST | FAR/EAST/ASIA      | 12/30/91-01/10/92 | S    | ACCOMPANY THE PRESIDENT             | .00    |        |
| 62197       | GRANT    | FAR/EAST/ASIA      | 12/30/91-01/10/92 | S    | ACCOMPANY THE PRESIDENT             | .00    | *      |
| 62198       | MARTIN   | FAR/EAST/ASIA      | 12/30/91-01/10/92 | S    | ACCOMPANY THE PRESIDENT             | .00    | *      |
| 62199       | SNOW,T   | FAR/EAST/ASIA      | 12/30/91-01/10/92 | S    | ACCOMPANY THE PRESIDENT             | .00    | *      |
| 64127       | GROSSMAN | JAPAN/KOREA/HAWAII | 10/13/91-10/29/91 | S    | PREADVANCE THE PRESIDENT            | .00    |        |
| TRIP TOTAL  |          |                    |                   |      |                                     | .00    |        |
| MONTH TOTAL |          |                    |                   |      |                                     | 37.20  |        |

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TRAVEL REPORT FOR: ASST TO THE PRES - COMMUNICATIONS - 220  
AS OF DATE: JULY 31, 1992

FOR MONTH: NOVEMBER 1991

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FISCAL YEAR: 92

LEGEND FOR TYPE: O = OFFICIAL; P = POLITICAL; S = STATE DEPARTMENT; N = NON-GOVERNMENT; R = OFFICIAL/POLITICAL  
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| AUTH       | NAME     | DESTINATION     | DATES             | TYPE | PURPOSE                       | AMOUNT | CHANGE |
|------------|----------|-----------------|-------------------|------|-------------------------------|--------|--------|
| 64126      | SNOW, T  | CHICAGO, IL     | 11/13/91-11/14/91 | O    | ADDRESS GROUP OF EDITORS      | .00    |        |
| 64177      | SNOW, T  | DETROIT, MI     | 11/15/91-11/17/91 | O    | ADDRESS LAW AND MEDIA SEMINAR | .00    | *      |
| TRIP TOTAL |          |                 |                   |      |                               | .00    |        |
| 17654      | DEMAREST | HOUSTON, TX     | 10/31/91-11/01/91 | R    | ACCOMPANY THE PRESIDENT       | .00    |        |
| 64179      | NIX      | TX/MO           | 10/21/91-10/23/91 | R    | PREADVANCE THE PRESIDENT      | 64.10  | *      |
| 64185      | MARTIN   | HOUSTON, TX     | 10/31/91-11/01/91 | R    | ACCOMPANY THE PRESIDENT       | .00    |        |
| TRIP TOTAL |          |                 |                   |      |                               | 64.10  |        |
| 17658      | DEMAREST | SIMI VALLEY, CA | 11/04/91-11/04/91 | O    | ACCOMPANY THE PRESIDENT       | 22.50  |        |
| 64184      | MARTIN   | SIMI VALLEY, CA | 11/04/91-11/04/91 | O    | ACCOMPANY THE PRESIDENT       | 22.50  |        |
| TRIP TOTAL |          |                 |                   |      |                               | 45.00  |        |
| 17659      | DEMAREST | NEW YORK, NY    | 11/12/91-11/12/91 | R    | ACCOMPANY THE PRESIDENT       | .00    |        |
| 64182      | MARTIN   | NEW YORK, NY    | 11/12/91-11/12/91 | R    | ACCOMPANY THE PRESIDENT       | .00    | *      |
| TRIP TOTAL |          |                 |                   |      |                               | .00    |        |
| 17660      | DEMAREST | ST LOUIS, MO    | 11/13/91-11/13/91 | R    | ACCOMPANY THE PRESIDENT       | 7.80   |        |
| 64183      | MARTIN   | ST LOUIS, MO    | 11/13/91-11/13/91 | R    | ACCOMPANY THE PRESIDENT       | 11.70  | *      |
| TRIP TOTAL |          |                 |                   |      |                               | 19.50  |        |
| 64122      | DUGGAN   | COLUMBUS, OH    | 11/25/91-11/25/91 | O    | ACCOMPANY THE PRESIDENT       | .00    |        |
| 64124      | MARTIN   | COLUMBUS, OH    | 11/25/91-11/25/91 | O    | ACCOMPANY THE PRESIDENT       | .00    |        |
| 64175      | SIMON    | COLUMBUS, OH    | 11/15/91-11/15/91 | O    | PREADVANCE THE PRESIDENT      | .00    | *      |
| TRIP TOTAL |          |                 |                   |      |                               | .00    |        |

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TRAVEL REPORT FOR: ASST TO THE PRES - COMMUNICATIONS - 220

FOR MONTH: NOVEMBER 1991

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LEGEND FOR TYPE: O = OFFICIAL; P = POLITICAL; S = STATE DEPARTMENT; N = NON-GOVERNMENT; R = OFFICIAL/POLITICAL  
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\* ASTERISK DESIGNATES CHANGE IN AMOUNT FROM PREVIOUS MONTH END REPORT

| AUTH        | NAME | DESTINATION | DATES | TYPE | PURPOSE | AMOUNT | CHANGE |
|-------------|------|-------------|-------|------|---------|--------|--------|
| MONTH TOTAL |      |             |       |      |         | 128.60 |        |

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TRAVEL REPORT FOR: ASST TO THE PRES - COMMUNICATIONS - 220  
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LEGEND FOR TYPE: O = OFFICIAL; P = POLITICAL; S = STATE DEPARTMENT; N = NON-GOVERNMENT; R = OFFICIAL/POLITICAL  
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| AUTH       | NAME     | DESTINATION  | DATES             | TYPE | PURPOSE                             | AMOUNT | CHANGE |
|------------|----------|--------------|-------------------|------|-------------------------------------|--------|--------|
| 64114      | SNOW,T   | RICHMOND, VA | 12/12/91-12/12/91 | O    | ADDRESS STATE AGENCY PUBLIC AFFAIRS | .00    | *      |
| TRIP TOTAL |          |              |                   |      |                                     | .00    |        |
| 17663      | DEMAREST | FL/MI        | 12/03/91-12/03/91 | O    | ACCOMPANY THE PRESIDENT             | 15.00  |        |
| 17664      | BOTWIN   | FL/MI        | 12/03/91-12/03/91 | O    | ACCOMPANY THE PRESIDENT             | 15.00  |        |
| 64121      | BUNTON   | FL/MI/CA     | 11/25/91-11/26/91 | O    | PREADVANCE THE PRESIDENT            | 52.50  | *      |
| TRIP TOTAL |          |              |                   |      |                                     | 82.50  |        |
| 17665      | DEMAREST | CA/HI        | 12/06/91-12/08/91 | O    | ACCOMPANY THE PRESIDENT             | 176.81 | *      |
| 64113      | MARTIN   | CA/HI        | 12/06/91-12/08/91 | O    | ACCOMPANY THE PRESIDENT             | 176.81 | *      |
| 64167      | GRANT    | CA/HI        | 12/06/91-12/08/91 | O    | ACCOMPANY THE PRESIDENT             | 176.81 | *      |
| TRIP TOTAL |          |              |                   |      |                                     | 530.43 |        |
| 64120      | SNOW,T   | CHICAGO, IL  | 12/10/91-12/10/91 | O    | ACCOMPANY THE PRESIDENT             | 160.00 |        |
| 64166      | MARTIN   | CHICAGO, IL  | 12/10/91-12/10/91 | O    | MARTIN                              | 15.00  |        |
| 64170      | GROSSMAN | CHICAGO, IL  | 12/03/91-12/03/91 | O    | PREADVANCE THE PRESIDENT            | 22.50  |        |
| TRIP TOTAL |          |              |                   |      |                                     | 197.50 |        |
| 17668      | DEMAREST | ORANGE, VA   | 12/16/91-12/16/91 | O    | ACCOMPANY THE PRESIDENTTT           | .00    |        |
| TRIP TOTAL |          |              |                   |      |                                     | .00    |        |
| 17669      | DEMAREST | DALLAS, TX   | 12/18/91-12/18/91 | O    | ACCOMPANY THE PRESIDENT             | 15.00  |        |
| 62101      | MARTIN   | DALLAS, TX   | 12/18/91-12/18/91 | O    | ACCOMPANY THE PRESIDENT             | .00    |        |
| 64159      | GROSSMAN | DALLAS, TX   | 12/11/91-12/11/91 | O    | PREADVANCE THE PRESIDENT            | 15.00  | *      |
| TRIP TOTAL |          |              |                   |      |                                     | 30.00  |        |

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TRAVEL REPORT FOR: ASST TO THE PRES - COMMUNICATIONS - 220  
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| AUTH        | NAME     | DESTINATION | DATES             | TYPE | PURPOSE                 | AMOUNT | CHANGE |
|-------------|----------|-------------|-------------------|------|-------------------------|--------|--------|
| 17656       | DEMAREST | ROME, ITALY | 11/06/91-11/09/91 | S    | ACCOMPANY THE PRESIDENT | .00    |        |
| 17657       | BOTWIN   | ROME, ITALY | 11/06/91-11/09/91 | S    | ACCOMPANY THE PRESIDENT | .00    |        |
| TRIP TOTAL  |          |             |                   |      |                         | .00    |        |
| MONTH TOTAL |          |             |                   |      |                         | 840.43 |        |

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|-------------|-----------|-----------------|-------------------|------|--------------------------|--------|--------|
| 62156       | SIMON     | KANSAS CITY, MO | 01/07/92-01/07/92 | O    | PREADVANCE THE PRESIDENT | .00    | *      |
| 62186       | MARTIN    | KANSAS CITY, MO | 01/13/92-01/13/92 | O    | ACCOMPANY THE PRESIDENT  | .00    | *      |
| TRIP TOTAL  |           |                 |                   |      |                          | .00    |        |
| 17672       | DEMAREST  | CO/NY/NH        | 01/15/92-01/15/92 | P    | ACCOMPANY THE PRESIDENT  | .00    |        |
| 62193       | MARTIN    | PORTMOUTH,NH    | 01/15/92-01/15/92 | P    | ACCOMPANY THE PRESIDENT  | .00    | *      |
| 62194       | SNOW,T    | PORTMOUTH,NH    | 01/15/92-01/15/92 | P    | ACCOMPANY THE PRESIDENT  | .00    | *      |
| 62195       | SIMON     | MA/NH           | 01/05/92-01/05/92 | P    | PREADVANCE THE PRESIDENT | .00    | *      |
| TRIP TOTAL  |           |                 |                   |      |                          | .00    |        |
| 62190       | MCGROARTY | ATLANTA, GA     | 01/17/92-01/17/92 | O    | ACCOMPANY THE PRESIDENT  | .00    |        |
| 62192       | MARTIN    | ATLANTA, GA     | 01/17/92-01/17/92 | O    | ACCOMPANY THE PRESIDENT  | .00    | *      |
| TRIP TOTAL  |           |                 |                   |      |                          | .00    |        |
| 17675       | DEMAREST  | PA/NY           | 01/30/92-01/31/92 | O    | ACCOMPANY THE PRESIDENT  | .00    | *      |
| 62150       | MARTIN    | PA/NY           | 01/30/92-01/31/92 | O    | ACCOMPANY THE PRESIDENT  | .00    | *      |
| TRIP TOTAL  |           |                 |                   |      |                          | .00    |        |
| MONTH TOTAL |           |                 |                   |      |                          | .00    |        |

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|------------|----------|----------------|-------------------|------|--------------------------------|--------|--------|
| 62138      | SNOW,T   | CHARLOTTE, NC  | 02/25/92-02/27/92 | O    | ATTEND DAVIDSON COLLEGE ALUMNI | .00    |        |
| TRIP TOTAL |          |                |                   |      |                                | .00    |        |
| 17677      | DEMAREST | OH/CA/NV       | 02/07/92-02/07/92 | O    | ACCOMPANY THE PRESIDENT        | 167.50 | *      |
| 62145      | MARTIN   | OH/NV/CA       | 02/06/92-02/07/92 | O    | ACCOMPANY THE PRESIDENT        | 167.50 | *      |
| 62146      | NIX      | OH/NV          | 01/31/92-02/01/92 | O    | PREADVANCE THE PRESIDENT       | 109.00 | *      |
| 62189      | BUNTON   | NC/OH          | 01/27/92-01/28/92 | O    | PREADVANCE THE PRESIDENT       | 52.50  | *      |
| TRIP TOTAL |          |                |                   |      |                                | 496.50 |        |
| 17678      | DEMAREST | MANCHESTER, NH | 02/12/92-02/12/92 | P    | ACCOMPANY THE PRESIDENT        | .00    | *      |
| 62144      | MARTIN   | MANCHESTER, NH | 02/12/92-02/12/92 | P    | ACCOMPANY THE PRESIDENT        | .00    |        |
| 62185      | SIMON    | MA/NH          | 02/03/92-02/05/92 | P    | PREADVANCE THE PRESIDENT       | .00    |        |
| TRIP TOTAL |          |                |                   |      |                                | .00    |        |
| 17679      | DEMAREST | MANCHESTER, NH | 02/15/92-02/16/92 | P    | ACCOMPANY THE PRESIDENT        | .00    | *      |
| 62173      | MARTIN   | NASHUA, NH     | 02/15/92-02/16/92 | P    | ACCOMPANY THE PRESIDENT        | .00    |        |
| TRIP TOTAL |          |                |                   |      |                                | .00    |        |
| 17680      | DEMAREST | KNOXVILLE, TN  | 02/19/92-02/19/92 | O    | ACCOMPANY THE PRESIDENT        | .00    |        |
| 62141      | MARTIN   | KNOXVILLE, TN  | 02/19/92-02/19/92 | O    | ACCOMPANY THE PRESIDENT        | .00    |        |
| 62142      | SIMON    | KNOXVILLE, TN  | 02/14/92-02/14/92 | O    | PREADVANCE THE PRESIDENT       | .00    | *      |
| TRIP TOTAL |          |                |                   |      |                                | .00    |        |
| 17682      | DEMAREST | CHARLESTON, SC | 02/19/92-02/21/92 | P    | ACOMPANY THE PRESIDENT         | .00    |        |
| 17683      | MARTIN   | CHARLESTON, SC | 02/19/92-02/21/92 | O    | ACOMPANY THE PRESIDENT         | .00    |        |
| TRIP TOTAL |          |                |                   |      |                                | .00    |        |

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|-------------|-----------|-----------------|-------------------|------|--------------------------|----------|--------|
| 62139       | MCGROARTY | CA/TX           | 02/25/92-03/01/92 | R    | ACCOMPANY THE PRESIDENT  | 300.00   |        |
| 62143       | AARHUS    | TX/IL/FL        | 02/19/92-02/21/92 | R    | PREADVANCE THE PRESIDENT | 283.95   |        |
| 62169       | MARTIN    | CA/GA/TX        | 02/25/92-02/29/92 | R    | ACCOMPANY THE PRESIDENT  | 300.00   |        |
| 62172       | AARHUS    | SAN ANTONIO, TX | 02/18/92-02/18/92 | O    | PREADVANCE THE PRESIDENT | .00      |        |
| TRIP TOTAL  |           |                 |                   |      |                          | 883.95   |        |
| MONTH TOTAL |           |                 |                   |      |                          | 1,380.45 |        |

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 \* ASTERISK DESIGNATES CHANGE IN AMOUNT FROM PREVIOUS MONTH END REPORT

| AUTH        | NAME      | DESTINATION          | DATES             | TYPE | PURPOSE                             | AMOUNT | CHANGE |
|-------------|-----------|----------------------|-------------------|------|-------------------------------------|--------|--------|
| 62693       | SNOW,T    | RICHMOND, VA         | 03/10/92-03/10/92 | O    | ADDRESS VA STATE AGENCY PUB. AFFAIR | .00    | *      |
| TRIP TOTAL  |           |                      |                   |      |                                     | .00    |        |
| 17684       | BOTWIN    | CHICAGO, IL          | 03/03/92-03/03/92 | O    | ACCOMPANY THE PRESIDENT             | .00    |        |
| 62698       | FERGUSON  | CHICAGO, IL          | 03/03/92-03/03/92 | O    | ACCOMPANY THE PRESIDENT             | .00    |        |
| TRIP TOTAL  |           |                      |                   |      |                                     | .00    |        |
| 62168       | GROSSMAN  | OK/TN/LA/MS/SC       | 02/27/92-03/01/92 | P    | PREADVANCE THE PRESIDENT            | .00    | *      |
| 62694       | DUGGAN    | FL/SC/TN/OK/LA/MS/AL | 03/04/92-03/07/92 | R    | ACCOMPANY THE PRESIDENT             | 49.00  | *      |
| 62696       | MARTIN    | FL/SC/TN/OK/LA/MS    | 03/04/92-03/09/92 | R    | ACCOMPANY THE PRESIDENT             | 59.00  | *      |
| TRIP TOTAL  |           |                      |                   |      |                                     | 108.00 |        |
| 61233       | MCGROARTY | KALAMAZOO, MI        | 03/10/92-03/13/92 | P    | ADVANCE THE PRESIDENT               | .00    |        |
| 62134       | MARTIN    | KALAMAZOO, MI        | 03/10/92-03/13/92 | P    | ADVANCE THE PRESIDENT               | .00    |        |
| 62135       | NIX       | KALAMAZOO, MI        | 03/10/92-03/10/92 | P    | PREADVANCE THE PRESIDENT            | .00    |        |
| 62692       | DEMAREST  | KALAMAZOO, MI        | 03/13/92-03/13/92 | P    | ACCOMPANY THE PRESIDENT             | .00    | *      |
| TRIP TOTAL  |           |                      |                   |      |                                     | .00    |        |
| 17685       | DEMAREST  | WI/IL                | 03/16/92-03/16/92 | P    | ACCOMPANY THE PRESIDENT             | .00    |        |
| 62132       | MARTIN    | WI/IL                | 03/16/92-03/16/92 | P    | ACCOMPANY THE PRESIDENT             | .00    |        |
| TRIP TOTAL  |           |                      |                   |      |                                     | .00    |        |
| MONTH TOTAL |           |                      |                   |      |                                     | 108.00 |        |

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LEGEND FOR TYPE: O = OFFICIAL; P = POLITICAL; S = STATE DEPARTMENT; N = NON-GOVERNMENT; R = OFFICIAL/POLITICAL  
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 \* ASTERISK DESIGNATES CHANGE IN AMOUNT FROM PREVIOUS MONTH END REPORT

| AUTH       | NAME     | DESTINATION      | DATES             | TYPE | PURPOSE                  | AMOUNT | CHANGE |
|------------|----------|------------------|-------------------|------|--------------------------|--------|--------|
| 17676      | DEMAREST | ORLANDO, FL      | 02/04/92-02/04/92 | O    | ACCOMPANY THE PRESIDENT  | .00    |        |
| 62147      | MARTIN   | ORLANDO, FL      | 02/04/92-02/04/92 | O    | ACCOMPANY THE PRESIDENT  | .00    |        |
| TRIP TOTAL |          |                  |                   |      |                          | .00    |        |
| 62131      | MARTIN   | PHILADELPHIA, PA | 04/03/92-04/03/92 | O    | ACCOMPANY THE PRESIDENT  | .00    |        |
| 62166      | AARHUS   | PHILADELPHIA, PA | 03/26/92-03/26/92 | O    | PREADVANCE THE PRESIDENT | 80.00  | *      |
| TRIP TOTAL |          |                  |                   |      |                          | 80.00  |        |
| 17690      | DEMAREST | DETROIT, MI      | 04/14/92-04/14/92 | R    | ACCOMPANY THE PRESIDENT  | .00    |        |
| 62129      | MARTIN   | DETROIT, MI      | 04/14/92-04/14/92 | R    | ACCOMPANY THE PRESIDENT  | .00    | *      |
| 62165      | SIMON    | OH/MI            | 04/08/92-04/08/92 | R    | PREADVANCE THE PRESIDENT | .00    | *      |
| TRIP TOTAL |          |                  |                   |      |                          | .00    |        |
| 62126      | MARTIN   | ME/OH            | 04/19/92-04/20/92 | O    | ACCOMPANY THE PRESIDENT  | 400.00 |        |
| 62128      | MARTIN   | ALLENTOWN, PA    | 04/16/92-04/16/92 | O    | ACCOMPANY THE PRESIDENT  | 149.00 | *      |
| 62130      | BUNTON   | ALLENTOWN, PA    | 04/10/92-04/10/92 | O    | PREADVANCE THE PRESIDENT | .00    | *      |
| TRIP TOTAL |          |                  |                   |      |                          | 549.00 |        |
| 17691      | DEMAREST | FL/NC            | 04/27/92-04/27/92 | R    | ACCOMPANY THE PRESIDENT  | .00    |        |
| 62124      | MARTIN   | FL/NC            | 04/27/92-04/27/92 | R    | ACCOMPANY THE PRESIDENT  | .00    |        |
| 62127      | NIX      | OH/NC/FL         | 04/20/92-04/21/92 | R    | PREADVANCE THE PRESIDENT | .00    |        |
| TRIP TOTAL |          |                  |                   |      |                          | .00    |        |
| 17692      | DEMAREST | COLUMBUS, OH     | 04/30/92-04/30/92 | R    | ACCOMPANY THE PRESIDENT  | .00    |        |
| 62122      | MARTIN   | COLUMBUS, OH     | 04/30/92-04/30/92 | R    | ACCOMPANY THE PRESIDENT  | .00    |        |
| TRIP TOTAL |          |                  |                   |      |                          | .00    |        |

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TRAVEL REPORT FOR: ASST TO THE PRES - COMMUNICATIONS - 220  
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| AUTH        | NAME | DESTINATION | DATES | TYPE | PURPOSE | AMOUNT | CHANGE |
|-------------|------|-------------|-------|------|---------|--------|--------|
| MONTH TOTAL |      |             |       |      |         | 629.00 |        |

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| AUTH       | NAME       | DESTINATION     | DATES             | TYPE | PURPOSE                  | AMOUNT   | CHANGE |
|------------|------------|-----------------|-------------------|------|--------------------------|----------|--------|
| 17697      | DEMAREST   | LOS ANGELES, CA | 05/06/92-05/08/92 | O    | ACCOMPANY THE PRESIDENT  | 300.00   |        |
| 17698      | MCGROARTY  | LOS ANGELES, CA | 05/06/92-05/08/92 | O    | ACCOMPANY THE PRESIDENT  | 300.00   |        |
| 62120      | MARTIN     | LOS ANGELES, CA | 05/06/92-05/08/92 | O    | ACCOMPANY THE PRESIDENT  | 300.00   |        |
| 62123      | BUNTON     | LOS ANGELES, CA | 04/28/92-04/29/92 | O    | PREADVANCE THE PRESIDENT | 200.00   |        |
| TRIP TOTAL |            |                 |                   |      |                          | 1,100.00 |        |
| 17699      | DEMAREST   | PHILDELPHIA, PA | 05/11/92-05/11/92 | R    | ACCOMPANY THE PRESIDENT  | .00      |        |
| 62118      | MARTIN     | PHILDELPHIA, PA | 05/11/92-05/11/92 | R    | ACCOMPANY THE PRESIDENT  | .00      |        |
| 62119      | NIX.       | PA/NY/OH/IN     | 05/04/92-05/05/92 | R    | PREADVANCE THE PRESIDENT | .00      |        |
| TRIP TOTAL |            |                 |                   |      |                          | .00      |        |
| 62117      | GERSHOWITZ | BALTIMORE, MD   | 05/08/92-05/08/92 | O    | PREADVANCE THE PRESIDENT | .00      |        |
| TRIP TOTAL |            |                 |                   |      |                          | .00      |        |
| 17700      | DEMAREST   | PA/TX/NJ        | 05/15/92-05/17/92 | R    | ACCOMPANY THE PRESIDENT  | 650.00   |        |
| 62115      | MARTIN     | PA/TX/IN        | 05/15/92-05/17/92 | R    | ACCOMPANY THE PRESIDENT  | 350.00   |        |
| TRIP TOTAL |            |                 |                   |      |                          | 1,000.00 |        |
| 62114      | MARTIN     | OH/NY           | 05/21/92-05/21/92 | P    | ACCOMPANY THE PRESIDENT  | .00      |        |
| TRIP TOTAL |            |                 |                   |      |                          | .00      |        |
| 10894      | MARTIN     | ANNAPOLIS, MD   | 05/27/92-05/27/92 | O    | ACCOMPANY THE PRESIDENT  | .00      |        |
| 17253      | MCGROARTY  | ANNAPOLIS, MD   | 05/27/92-05/27/92 | O    | ACCOMPANY THE PRESIDENT  | .00      |        |
| TRIP TOTAL |            |                 |                   |      |                          | .00      |        |
| 10898      | MARTIN     | ATLANTA, GA     | 05/27/92-05/27/92 | P    | ACCOMPANY THE PRESIDENT  | .00      |        |

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|-------------|----------|-------------|-------------------|------|--------------------------|----------|--------|
| 17256       | DEMAREST | ATLANTA, GA | 05/27/92-05/27/92 | P    | ACCOMPANY THE PRESIDENT  | .00      |        |
| TRIP TOTAL  |          |             |                   |      |                          | .00      |        |
| 10895       | DEMAREST | AZ/CA/TX    | 05/28/92-05/30/92 | P    | ACCOMPANY THE PRESIDENT  | .00      |        |
| 17254       | MARTIN   | AZ/CA/TX    | 05/28/92-05/30/92 | P    | ACCOMPANY THE PRESIDENT  | .00      |        |
| 17255       | FERGUSON | AZ/CA/TX    | 05/28/92-05/30/92 | P    | ACCOMPANY THE PRESIDENT  | .00      |        |
| 62113       | AARHUS   | GA/AZ/TX/CA | 05/18/92-05/20/92 | P    | PREADVANCE THE PRESIDENT | .00      |        |
| TRIP TOTAL  |          |             |                   |      |                          | .00      |        |
| MONTH TOTAL |          |             |                   |      |                          | 2,100.00 |        |

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|-------------|-----------|-------------------|-------------------|------|--------------------------|--------|--------|
| 17258       | DEMAREST  | CA/TX             | 06/18/92-06/20/92 | P    | ACCOMPANY THE PRESIDENT  | .00    |        |
| 62104       | MARTIN    | CA/TX             | 06/18/92-06/20/92 | P    | ACCOMPANY THE PRESIDENT  | .00    |        |
| 62106       | GROSSMAN  | ORANGE COUNTY, CA | 06/07/92-06/10/92 | P    | PREADVANCE THE PRESIDENT | .00    |        |
| 62108       | NIX       | DALLAS, TX        | 06/15/92-06/16/92 | P    | PREADVANCE THE PRESIDENT | .00    |        |
| TRIP TOTAL  |           |                   |                   |      |                          | .00    |        |
| 15766       | MCGROARTY | NY/MI             | 06/29/92-06/29/92 | P    | ACCOMPANY THE PRESIDENT  | .00    |        |
| 64156       | MARTIN    | NY/MI             | 06/29/92-06/29/92 | P    | ACCOMPANY THE PRESIDENT  | .00    |        |
| 64157       | AARHUS    | MI/NY/FL/NC/IN    | 06/23/92-06/25/92 | P    | PREADVANCE THE PRESIDENT | .00    |        |
| TRIP TOTAL  |           |                   |                   |      |                          | .00    |        |
| 62109       | MARTIN    | BRAZIL/PANAMA     | 06/11/92-06/13/92 | S    | ACCOMPANY THE PRESIDENT  | .00    |        |
| 62111       | BUNTON    | PANAMA            | 06/02/92-06/02/92 | S    | PREADVANCE THE PRESIDENT | .00    |        |
| 62116       | NIX       | BRAZIL            | 05/18/92-05/20/92 | S    | PREADVANCE THE PRESIDENT | .00    |        |
| TRIP TOTAL  |           |                   |                   |      |                          | .00    |        |
| MONTH TOTAL |           |                   |                   |      |                          | .00    |        |

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TRAVEL REPORT FOR: ASST TO THE PRES - COMMUNICATIONS - 220

FOR MONTH: JULY 1992

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AS OF DATE: JULY 31, 1992

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|--------------------|----------|--------------------|-------------------|------|-------------------------------------|----------|--------|
| 15767              | CROUSE   | LAKE JUNALUSKA, NC | 06/30/92-07/02/92 | O    | ADDRESS ORIENTAL MISSIONARY SOCIETY | .00      |        |
| 15775              | WALTERS  | MI/WI/IL           | 07/21/92-07/23/92 | P    | PREADVANCE THE PRESIDENT            | .00      |        |
| TRIP TOTAL         |          |                    |                   |      |                                     | .00      |        |
| 15768              | AARHUS   | NC/FL              | 06/25/92-06/26/92 | R    | PREADVANCE THE PRESIDENT            | .00      |        |
| 15770              | DEMAREST | NC/FL              | 07/04/92-07/04/92 | R    | ACCOMPANY THE PRESIDENT             | .00      |        |
| 62164              | MARTIN   | NC/FL              | 07/04/92-07/04/92 | R    | ACCOMPANY THE PRESIDENT             | .00      | *      |
| TRIP TOTAL         |          |                    |                   |      |                                     | .00      |        |
| 62125              | AARHUS   | EUROPE             | 04/27/92-05/02/92 | S    | PREADVANCE THE PRESIDENT            | .00      |        |
| 64154              | MARTIN   | EUROPE             | 07/04/92-07/10/92 | S    | ACCOMPANY THE PRESIDENT             | .00      |        |
| 64155              | DEMAREST | EUROPE             | 07/04/92-07/10/92 | S    | ACCOMPANY THE PRESIDENT             | .00      |        |
| TRIP TOTAL         |          |                    |                   |      |                                     | .00      |        |
| 15769              | MARTIN   | CA/WY/UT           | 07/13/92-07/18/92 | R    | ACCOMPANY THE PRESIDENT             | 400.00   |        |
| 15772              | PROVOST  | WY/UT              | 07/16/92-07/18/92 | P    | ACCOMPANY THE PRESIDENT             | .00      |        |
| TRIP TOTAL         |          |                    |                   |      |                                     | 400.00   |        |
| 15771              | AARHUS   | PA/NJ              | 07/15/92-07/15/92 | P    | PREADVANCE THE PRESIDENT            | .00      |        |
| 15773              | MARTIN   | PA/NJ              | 07/16/92-07/16/92 | P    | ACCOMPANY THE PRESIDENT             | .00      |        |
| TRIP TOTAL         |          |                    |                   |      |                                     | .00      |        |
| MONTH TOTAL        |          |                    |                   |      |                                     | 400.00   |        |
| ORGANIZATION TOTAL |          |                    |                   |      |                                     | 5,808.58 |        |

*Chris*

THE WHITE HOUSE

WASHINGTON

February 6, 1990

MEMORANDUM FOR DAVID DEMAREST  
Assistant to the President  
for Communications

FROM: Rose Zamaria *RZ*  
Special Assistant to the President and  
Director of White House Operations

SUBJECT: Status of FY 1990 Travel and  
Entertainment Budget

Listed below are the travel and entertainment funds available for the following offices for the remainder of fiscal year 1990.

- Communications
- Public Affairs
- Public Liaison
- Media Relations
- Speechwriting
- Research

| <u>Account</u> | <u>Annual Budget</u> | <u>Obligated to Date</u> | <u>Remaining Funds</u> |
|----------------|----------------------|--------------------------|------------------------|
| Travel         | \$18,000.00          | 2,023.00                 | 15,977.00              |
| Entertainment  | 3,600.00             | 0.00                     | 3,600.00               |

A breakdown of travel expenses by offices is attached. If you have any questions concerning this memorandum, please call extension 2500.

Listed below is a breakdown of travel expenses for your offices:

|   |          |
|---|----------|
| Office of Public Liaison                      | \$300.00 |
| Office of Research                            | 910.00   |
| Office of Public Affairs &<br>Media Relations | 230.00   |
| Office of Speechwriting                       | 160.00   |
| Office of Communications                      | 423.15   |

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FOR MONTH: JANUARY 1990

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LEGEND FOR TYPE: O = OFFICIAL; P = POLITICAL; S = STATE DEPARTMENT; N = NON-GOVERNMENT; R = OFFICIAL/POLITICAL  
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|--------------------|------------|---------------------|-------------------|------|-------------------------------------|----------|---------|
| 19201              | SANCHEZ    | CHICAGO IL          | 01/27/90-01/27/90 | P    | ATTND MIDWST HISPANIC POLITICAL CNF | .00      |         |
| 19214              | WEAD       | LOS ANGELES, CA     | 01/13/90-01/13/90 | N    | ADDRESS TRINITY BROADCASTING NETWRK | .00      |         |
| 19285              | SIV        | ORLANDA, FL         | 01/07/90-01/08/90 | N    | ACCOMPANY TRIP OF THE PRESIDENT     | 800.00-  | *       |
| 19287              | SIV        | SAN FRANCISCO, CA   | 01/13/90-01/15/90 | O    | ATTEND ASIAN AMER. LEADERSHIP       | 600.00   |         |
| TRIP TOTAL         |            |                     |                   |      |                                     | 200.00-  | OPL     |
| 19248              | SUTHERLAND | ORLANDO, FL         | 01/07/90-01/08/90 | O    | ACCOMPANY TRIP OF THE PRESIDENT     | 350.00   |         |
| 19249              | DEMAREST   | ORLANDO, FL         | 01/08/90-01/08/90 | O    | ACCOMPANT TRIP OF THE PRESIDENT     | .00      |         |
| 19251              | CAWLEY     | ORLANDO, FL/OHIO    | 12/28/89-12/29/89 | O    | PREADVANCE TRIP OF THE PRESIDENT    | 150.00   |         |
| TRIP TOTAL         |            |                     |                   |      |                                     | 500.00-  | OPL     |
| 19086              | DEMAREST   | ATLANTA GA/MIAMI FL | 01/02/90-01/03/90 | R    | PREADVANCE THE PRESIDENT            | 140.00   |         |
| 19087              | DEMAREST   | ATLANTA GA/MIAMI FL | 01/19/90-01/19/90 | R    | ACCOMPANY THE PRESIDENT             | 20.00    |         |
| 19250              | SIMON      | ATLANTA GA/MIAMI FL | 01/02/90-01/02/90 | R    | PREADVANCE THE PRESIDENT            | 740.00   | Rescard |
| TRIP TOTAL         |            |                     |                   |      |                                     | 900.00   |         |
| MONTH TOTAL        |            |                     |                   |      |                                     | 1,200.00 |         |
| ORGANIZATION TOTAL |            |                     |                   |      |                                     | 2,023.15 |         |

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|-------------|-----------|---------------------|-------------------|------|-------------------------------------|--------|--------|
| 16779       | WEAD      | FORT WAYNE, INDIANA | 10/21/89-10/22/89 | N    | ADDRESS CALVARY CHAPEL              | .00    |        |
| 16782       | WEAD      | LOS ANGELES, CA     | 10/26/89-10/29/89 | N    | ADDRESS ASSOC. OF CHRISTIAN SCHOOLS | .00    |        |
| 19208       | BACARISSE | HOUSTON             | 10/17/89-10/17/89 | N    | ATTEND NASA SPACE SHUTTLE LAUNCH    | .00    |        |
| 19210       | WATKINS   | GRAND RAPID MI      | 10/26/89-10/29/89 | R    | ATTEND GERALD FORD WORKFORCE 2000   | .00    |        |
| 19267       | SANCHEZ   | COLUMBUS, OHIO      | 10/28/89-10/28/89 | P    | ADDRESS REP NATL COMMITTEE OUTREACH | .00    |        |
| TRIP TOTAL  |           |                     |                   |      |                                     | .00    |        |
| 11319       | KILBERG   | BALTIMORE MD        | 10/08/89-10/08/89 | P    | ACCOMPANY THE PRESIDENT             | .00    |        |
| TRIP TOTAL  |           |                     |                   |      |                                     | .00    |        |
| 11318       | RODEMEYER | GULFPORT MS/ NY     | 10/12/89-10/12/89 | P    | ACCOMPANY THE PRESIDNET             | .00    |        |
| 11320       | DOOLEY    | GULFPORT MS/ NY     | 10/04/89-10/04/89 | P    | PREADVANCE THE PRESIDENT            | .00    |        |
| TRIP TOTAL  |           |                     |                   |      |                                     | .00    |        |
| 11332       | SIMON     | SAN JOSE COSTA RICA | 10/02/89-10/03/89 | S    | PREADVANCE THE PRESIDNT             | .00    |        |
| 19070       | DEMAREST  | SAN JOSE COSTA RICA | 10/27/89-10/28/89 | S    | ACCOMPANY THE PRESIDENT             | .00    |        |
| 19236       | RODEMEYER | SAN JOSE COSTA RICA | 10/27/89-10/28/89 | S    | ACCOMPANY THE PRESIDENT             | .00    |        |
| TRIP TOTAL  |           |                     |                   |      |                                     | .00    |        |
| MONTH TOTAL |           |                     |                   |      |                                     | .00    |        |

2/01/90

TRAVEL REPORT FOR: ASST TO THE PRES - COMMUNICATIONS - 220  
AS OF DATE: JANUARY 31, 1990FOR MONTH: NOVEMBER 1989  
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|------------|-----------|---------------------|-------------------|------|-------------------------------------|--------|--------------------|
| 19211      | SIV       | NEW YORK            | 11/17/89-11/19/89 | N    | ATTEND DINNER FOR CAMBODIAN-AMERICN | .00    |                    |
| 19212      | SIV       | MYRTLE BEACH        | 11/18/89-11/19/89 | N    | ATTEND CAMBODIA AMER SOCIETY INC    | .00    |                    |
| 19254      | VOGT      | NEW YORK            | 11/29/89-11/30/89 | N    | ATTEND TAX FOUNDATION MEETING       | .00    |                    |
| TRIP TOTAL |           |                     |                   |      |                                     | .00    |                    |
| 19234      | KILBERG   | NORFOLK/RICHMOND/NJ | 11/02/89-11/02/89 | P    | ACCOMPANY TRIP OF THE PRESIDENT     | .00    |                    |
| 19235      | MARTIN    | NEWARK, NJ          | 10/27/89-10/27/89 | P    | PREADVANCE TRIP OF THE PRESIDENT    | .00    |                    |
| 19238      | MARTIN    | RICHMOND, VA        | 10/23/89-10/23/89 | P    | PREADVANCE TRIP OF THE PRESIDENT    | .00    |                    |
| TRIP TOTAL |           |                     |                   |      |                                     | .00    |                    |
| 11316      | BLESSEY   | ANDOVER, MA         | 10/24/89-10/25/89 | R    | PREADVANCE TRIP OF THE PRESIDENT    | 170.00 |                    |
| TRIP TOTAL |           |                     |                   |      |                                     | 170.00 | <i>Research</i>    |
| 11315      | RODEMEYER | DALLAS, TX          | 11/10/89-11/11/89 | R    | ACCOMPANY TRIP OF THE PRESIDENT     | 160.00 | <i>Media Rel.</i>  |
| 15241      | DEMAREST  | DALLAS, TX          | 11/10/89-11/11/89 | R    | ACCOMPANY TRIP OF THE PRESIDENT     | 160.00 | ✓                  |
| 19233      | DAVIS     | DALLAS, TX          | 11/10/89-11/11/89 | R    | ACCOMPANY TRIP OF THE PRESIDENT     | 160.00 | <i>Speechwrite</i> |
| TRIP TOTAL |           |                     |                   |      |                                     | 480.00 |                    |
| 19239      | GEAR      | CHICAGO, IL         | 11/08/89-11/08/89 | P    | PREADVANCE TRIP OF THE PRESIDENT    | 33.15  | ✓                  |
| TRIP TOTAL |           |                     |                   |      |                                     | 33.15  |                    |
| 15242      | DEMAREST  | MEMPHIS, TN         | 11/22/89-11/22/89 | O    | ACCOMPANY TRIP OF THE PRESIDENT     | .00    |                    |
| TRIP TOTAL |           |                     |                   |      |                                     | .00    |                    |
| 11314      | MARTIN    | MALTA/BRUSSELS      | 11/10/89-12/04/89 | O    | PREADVANCE TRIP OF THE PRESIDENT    | .00    |                    |
| 15243      | DEMAREST  | MALTA/BRUSSELS      | 11/30/89-12/04/89 | O    | ACCOMPANY TRIP OF THE PRESIDENT     | .00    |                    |



2/01/90

TRAVEL REPORT FOR: ASST TO THE PRES - COMMUNICATIONS - 220  
AS OF DATE: JANUARY 31, 1990

FOR MONTH: DECEMBER 1989

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FISCAL YEAR: 90

LEGEND FOR TYPE: O = OFFICIAL; P = POLITICAL; S = STATE DEPARTMENT; N = NON-GOVERNMENT; R = OFFICIAL/POLITICAL

A = ADVANCE; H = HOTEL BILL; T = AIRLINE TICKETS; V = VOUCHER

\* ASTERISK DESIGNATES CHANGE IN AMOUNT FROM PREVIOUS MONTH END REPORT

| AUTH        | NAME      | DESTINATION    | DATES             | TYPE | PURPOSE                         | AMOUNT | CHANGE            |
|-------------|-----------|----------------|-------------------|------|---------------------------------|--------|-------------------|
| 19252       | DUNCAN    | CAMBRIDGE MA   | 12/10/89-12/15/89 | O    | ATTEND BUSINESS/GOVT CONFERENCE | .00    |                   |
| TRIP TOTAL  |           |                |                   |      |                                 | .00    |                   |
| 15244       | DEMAREST  | IA/CO/TX       | 12/07/89-12/08/89 | R    | ACCOMPANY THE PRESIDENT         | 70.00  | ✓                 |
| 19240       | MALTBY    | DC/IA/TX/CO/DC | 11/13/89-11/14/89 | R    | PREADVANCE THE PRESIDENT        | .00    |                   |
| 19253       | RODEMEYER | TX/CO/IA       | 12/07/89-12/08/89 | O    | ACCOMPANY THE PRESIDENT         | 70.00  | <i>Mediv Rel.</i> |
| TRIP TOTAL  |           |                |                   |      |                                 | 140.00 |                   |
| MONTH TOTAL |           |                |                   |      |                                 | 140.00 |                   |

THE WHITE HOUSE

WASHINGTON

March 7, 1990

MEMORANDUM FOR DAVID DEMAREST  
Assistant to the President  
for Communications

FROM: Rose Zamaria *RZ*  
Special Assistant to the President and  
Director of White House Operations

SUBJECT: Status of FY 1990 Travel and  
Entertainment Budget

Listed below are the travel and entertainment funds available for the following offices for the remainder of fiscal year 1990.

Communications  
Public Affairs  
Public Liaison  
Media Relations  
Speechwriting  
Research

| <u>Account</u> | <u>Annual Budget</u> | <u>Obligated to Date</u> | <u>Remaining Funds</u> |
|----------------|----------------------|--------------------------|------------------------|
| Travel         | \$18,000.00          | 4,832.00                 | 13,168.00              |
| Entertainment  | 3,600.00             | 0.00                     | 3,600.00               |

A breakdown of travel expenses by offices is attached. If you have any questions concerning this memorandum, please call extension 2500.

Listed below is a breakdown of travel expenses for your offices.

|                 |       |
|-----------------|-------|
| Communications  | \$717 |
| Public Liaison  | 1,815 |
| Media Relations | 480   |
| Speechwriting   | 560   |
| Research        | 1,225 |

2/28/90

TRAVEL REPORT FOR: ASST TO THE PRES - COMMUNICATIONS - 220  
AS OF DATE: FEBRUARY 28, 1990

FOR MONTH: OCTOBER 1989

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LEGEND FOR TYPE: O = OFFICIAL; P = POLITICAL; S = STATE DEPARTMENT; N = NON-GOVERNMENT; R = OFFICIAL/POLITICAL  
 A = ADVANCE; H = HOTEL BILL; T = AIRLINE TICKETS; V = VOUCHER  
 \* ASTERISK DESIGNATES CHANGE IN AMOUNT FROM PREVIOUS MONTH END REPORT

| AUTH        | NAME      | DESTINATION         | DATES             | TYPE | PURPOSE                             | AMOUNT | CHANGE |
|-------------|-----------|---------------------|-------------------|------|-------------------------------------|--------|--------|
| 16779       | WEAD      | FORT WAYNE, INDIANA | 10/21/89-10/22/89 | N    | ADDRESS CALVARY CHAPEL              | .00    |        |
| 16782       | WEAD      | LOS ANGELES, CA     | 10/26/89-10/29/89 | N    | ADDRESS ASSOC. OF CHRISTIAN SCHOOLS | .00    |        |
| 19208       | BACARISSE | HOUSTON             | 10/17/89-10/17/89 | N    | ATTEND NASA SPACE SHUTTLE LAUNCH    | .00    |        |
| 19210       | WATKINS   | GRAND RAPID MI      | 10/26/89-10/29/89 | R    | ATTEND GERALD FORD WORKFORCE 2000   | .00    |        |
| 19267       | SANCHEZ   | COLUMBUS, OHIO      | 10/28/89-10/28/89 | P    | ADDRESS REP NATL COMMITTE OUTREACH  | .00    |        |
| TRIP TOTAL  |           |                     |                   |      |                                     | .00    |        |
| 11319       | KILBERG   | BALTIMORE MD        | 10/08/89-10/08/89 | P    | ACCOMPANY THE PRESIDENT             | .00    |        |
| TRIP TOTAL  |           |                     |                   |      |                                     | .00    |        |
| 11318       | RODEMEYER | GULFPORT MS/ NY     | 10/12/89-10/12/89 | P    | ACCOMPANY THE PRESIDNET             | .00    |        |
| 11320       | DOOLEY    | GULFPORT MS/ NY     | 10/04/89-10/04/89 | P    | PREADVANCE THE PRESIDENT            | .00    |        |
| TRIP TOTAL  |           |                     |                   |      |                                     | .00    |        |
| 11332       | SIMON     | SAN JOSE COSTA RICA | 10/02/89-10/03/89 | S    | PREADVANCE THE PRESIDNT             | .00    |        |
| 19070       | DEMAREST  | SAN JOSE COSTA RICA | 10/27/89-10/28/89 | S    | ACCOMPANY THE PRESIDENT             | .00    |        |
| 19236       | RODEMEYER | SAN JOSE COSTA RICA | 10/27/89-10/28/89 | S    | ACCOMPANY THE PRESIDENT             | .00    |        |
| TRIP TOTAL  |           |                     |                   |      |                                     | .00    |        |
| MONTH TOTAL |           |                     |                   |      |                                     | .00    |        |

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TRAVEL REPORT FOR: ASST TO THE PRES - COMMUNICATIONS - 220  
AS OF DATE: FEBRUARY 28, 1990

FOR MONTH: NOVEMBER 1989

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LEGEND FOR TYPE: O = OFFICIAL; P = POLITICAL; S = STATE DEPARTMENT; N = NON-GOVERNMENT; R = OFFICIAL/POLITICAL  
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 \* ASTERISK DESIGNATES CHANGE IN AMOUNT FROM PREVIOUS MONTH END REPORT

| AUTH       | NAME      | DESTINATION         | DATES             | TYPE | PURPOSE                             | AMOUNT | CHANGE |
|------------|-----------|---------------------|-------------------|------|-------------------------------------|--------|--------|
| 19211      | SIV       | NEW YORK            | 11/17/89-11/19/89 | N    | ATTEND DINNER FOR CAMBODIAN-AMERICN | .00    |        |
| 19212      | SIV       | MYRTLE BEACH        | 11/18/89-11/19/89 | N    | ATTEND CAMBODIA AMER SOCIETY INC    | .00    |        |
| 19254      | VOGT      | NEW YORK            | 11/29/89-11/30/89 | N    | ATTEND TAX FOUNDATION MEETING       | .00    |        |
| TRIP TOTAL |           |                     |                   |      |                                     | .00    |        |
| 19234      | KILBERG   | NORFOLK/RICHMOND/NJ | 11/02/89-11/02/89 | P    | ACCOMPANY TRIP OF THE PRESIDENT     | .00    |        |
| 19235      | MARTIN    | NEWARK, NJ          | 10/27/89-10/27/89 | P    | PREADVANCE TRIP OF THE PRESIDENT    | .00    |        |
| 19238      | MARTIN    | RICHMOND, VA        | 10/23/89-10/23/89 | P    | PREADVANCE TRIP OF THE PRESIDENT    | .00    |        |
| TRIP TOTAL |           |                     |                   |      |                                     | .00    |        |
| 11316      | BLESSEY   | ANDOVER, MA         | 10/24/89-10/25/89 | R    | PREADVANCE TRIP OF THE PRESIDENT    | 170.00 | R      |
| TRIP TOTAL |           |                     |                   |      |                                     | 170.00 |        |
| 11315      | RODEMEYER | DALLAS, TX          | 11/10/89-11/11/89 | R    | ACCOMPANY TRIP OF THE PRESIDENT     | 160.00 | M      |
| 15241      | DEMAREST  | DALLAS, TX          | 11/10/89-11/11/89 | R    | ACCOMPANY TRIP OF THE PRESIDENT     | 160.00 | C      |
| 19233      | DAVIS     | DALLAS, TX          | 11/10/89-11/11/89 | R    | ACCOMPANY TRIP OF THE PRESIDENT     | 160.00 | S      |
| TRIP TOTAL |           |                     |                   |      |                                     | 480.00 |        |
| 19239      | GEAR      | CHICAGO, IL         | 11/08/89-11/08/89 | P    | PREADVANCE TRIP OF THE PRESIDENT    | 77.15  | C *    |
| TRIP TOTAL |           |                     |                   |      |                                     | 77.15  |        |
| 15242      | DEMAREST  | MEMPHIS, TN         | 11/22/89-11/22/89 | O    | ACCOMPANY TRIP OF THE PRESIDENT     | .00    |        |
| TRIP TOTAL |           |                     |                   |      |                                     | .00    |        |
| 11314      | MARTIN    | MALTA/BRUSSELS      | 11/10/89-12/04/89 | O    | PREADVANCE TRIP OF THE PRESIDENT    | .00    |        |
| 15243      | DEMAREST  | MALTA/BRUSSELS      | 11/30/89-12/04/89 | O    | ACCOMPANY TRIP OF THE PRESIDENT     | .00    |        |

2/28/90

TRAVEL REPORT FOR: ASST TO THE PRES - COMMUNICATIONS - 220  
AS OF DATE: FEBRUARY 28, 1990

FOR MONTH: DECEMBER 1989

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FISCAL YEAR: 90

LEGEND FOR TYPE: O = OFFICIAL; P = POLITICAL; S = STATE DEPARTMENT; N = NON-GOVERNMENT; R = OFFICIAL/POLITICAL  
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\* ASTERISK DESIGNATES CHANGE IN AMOUNT FROM PREVIOUS MONTH END REPORT

| AUTH        | NAME      | DESTINATION    | DATES             | TYPE | PURPOSE                         | AMOUNT | CHANGE |
|-------------|-----------|----------------|-------------------|------|---------------------------------|--------|--------|
| 19252       | DUNCAN    | CAMBRIDGE MA   | 12/10/89-12/15/89 | O    | ATTEND BUSINESS/GOVT CONFERENCE | .00    |        |
| TRIP TOTAL  |           |                |                   |      |                                 | .00    |        |
| 15244       | DEMAREST  | IA/CO/TX       | 12/07/89-12/08/89 | R    | ACCOMPANY THE PRESIDENT         | 70.00  | e      |
| 19240       | MALBY     | DC/IA/TX/CO/DC | 11/13/89-11/14/89 | R    | PREADVANCE THE PRESIDENT        | .00    | *      |
| 19253       | RODEMEYER | TX/CO/IA       | 12/07/89-12/08/89 | O    | ACCOMPANY THE PRESIDENT         | 70.00  | m      |
| TRIP TOTAL  |           |                |                   |      |                                 | 140.00 |        |
| MONTH TOTAL |           |                |                   |      |                                 | 140.00 |        |

2/28/90

TRAVEL REPORT FOR: ASST TO THE PRES - COMMUNICATIONS - 220  
AS OF DATE: FEBRUARY 28, 1990

FOR MONTH: NOVEMBER 1989  
FISCAL YEAR: 90

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LEGEND FOR TYPE: O = OFFICIAL; P = POLITICAL; S = STATE DEPARTMENT; N = NON-GOVERNMENT; R = OFFICIAL/POLITICAL  
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| AUTH        | NAME | DESTINATION | DATES | TYPE | PURPOSE | AMOUNT | CHANGE |
|-------------|------|-------------|-------|------|---------|--------|--------|
| TRIP TOTAL  |      |             |       |      |         | .00    |        |
| MONTH TOTAL |      |             |       |      |         | 727.15 |        |

2/28/90

TRAVEL REPORT FOR: ASST TO THE PRES - COMMUNICATIONS - 220  
AS OF DATE: FEBRUARY 28, 1990FOR MONTH: JANUARY 1990  
FISCAL YEAR: 90

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LEGEND FOR TYPE: O = OFFICIAL; P = POLITICAL; S = STATE DEPARTMENT; N = NON-GOVERNMENT; R = OFFICIAL/POLITICAL  
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 \* ASTERISK DESIGNATES CHANGE IN AMOUNT FROM PREVIOUS MONTH END REPORT

| AUTH        | NAME       | DESTINATION         | DATES             | TYPE | PURPOSE                             | AMOUNT   | CHANGE |
|-------------|------------|---------------------|-------------------|------|-------------------------------------|----------|--------|
| 19201       | SANCHEZ    | CHICAGO IL          | 01/27/90-01/27/90 | P    | ATTND MIDWST HISPANIC POLITICAL CNF | .00      |        |
| 19214       | WEAD       | LOS ANGELES, CA     | 01/13/90-01/13/90 | N    | ADDRESS TRINITY BROADCASTING NETWRK | .00      |        |
| 19285       | SIV        | ORLANDA, FL         | 01/07/90-01/08/90 | N    | ACCOMPANY TRIP OF THE PRESIDENT     | 800.00   | *      |
| 19287       | SIV        | SAN FRANCISCO, CA   | 01/13/90-01/15/90 | O    | ATTEND ASIAN AMER. LEADERSHIP       | 600.00   |        |
| TRIP TOTAL  |            |                     |                   |      |                                     | 1,400.00 | PL     |
| 19248       | SUTHERLAND | ORLANDO, FL         | 01/07/90-01/08/90 | O    | ACCOMPANY TRIP OF THE PRESIDENT     | 350.00   | PL     |
| 19249       | DEMAREST   | ORLANDO, FL         | 01/08/90-01/08/90 | O    | ACCOMPANT TRIP OF THE PRESIDENT     | .00      |        |
| 19251       | CAWLEY     | ORLANDO, FL/OHIO    | 12/28/89-12/29/89 | O    | PREADVANCE TRIP OF THE PRESIDENT    | 150.00   | S      |
| TRIP TOTAL  |            |                     |                   |      |                                     | 500.00   |        |
| 19086       | DEMAREST   | ATLANTA GA/MIAMI FL | 01/02/90-01/03/90 | R    | PREADVANCE THE PRESIDENT            | 140.00   | C      |
| 19087       | DEMAREST   | ATLANTA GA/MIAMI FL | 01/19/90-01/19/90 | R    | ACCOMPANY THE PRESIDENT             | 20.00    | C      |
| 19250       | SIMON      | ATLANTA GA/MIAMI FL | 01/02/90-01/02/90 | R    | PREADVANCE THE PRESIDENT            | 740.00   | R      |
| TRIP TOTAL  |            |                     |                   |      |                                     | 900.00   | F      |
| MONTH TOTAL |            |                     |                   |      |                                     | 2,800.00 |        |

2/28/90

TRAVEL REPORT FOR: ASST TO THE PRES - COMMUNICATIONS - 220  
AS OF DATE: FEBRUARY 28, 1990

FOR MONTH: \*\*\*\*\*

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FISCAL YEAR: 90

LEGEND FOR TYPE: O = OFFICIAL; P = POLITICAL; S = STATE DEPARTMENT; N = NON-GOVERNMENT; R = OFFICIAL/POLITICAL  
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| AUTH        | NAME | DESTINATION | DATES             | TYPE | PURPOSE                  | AMOUNT | CHANGE |
|-------------|------|-------------|-------------------|------|--------------------------|--------|--------|
| 19286       | SIV  | SEATTLE WA  | 04/21/90-04/24/90 | N    | ADDRESS AACJC CONVENTION | 100.00 |        |
| TRIP TOTAL  |      |             |                   |      |                          | 100.00 | PL     |
| MONTH TOTAL |      |             |                   |      |                          | 100.00 |        |

2/28/90

TRAVEL REPORT FOR: ASST TO THE PRES - COMMUNICATIONS - 220  
AS OF DATE: FEBRUARY 28, 1990FOR MONTH: FEBRUARY 1990  
FISCAL YEAR: 90

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 \* ASTERISK DESIGNATES CHANGE IN AMOUNT FROM PREVIOUS MONTH END REPORT

| AUTH               | NAME     | DESTINATION         | DATES             | TYPE | PURPOSE                          | AMOUNT   | CHANGE |
|--------------------|----------|---------------------|-------------------|------|----------------------------------|----------|--------|
| 16776              | WEAD     | AUSTIN TX           | 02/04/90-02/04/90 | N    | ADDRESS PROTESTANT LEADERS       | .00      |        |
| 20826              | WEAD     | PHOENIX, AZ         | 02/09/90-02/13/90 | N    | ADDRESS FIRST ASSEMBLY CHURCH    | .00      |        |
| TRIP TOTAL         |          |                     |                   |      |                                  | .00      |        |
| 19243              | SIMON    | KNOXVILLE, TN/NC    | 01/26/90-01/26/90 | O    | PREADVANCE TRIP OF THE PRESIDENT | 15.00    | R      |
| TRIP TOTAL         |          |                     |                   |      |                                  | 15.00    |        |
| 19089              | DEMAREST | CALIF/NEBRASKA/OHIO | 02/06/90-02/08/90 | R    | ACCOMPANY TRIP OF THE PRESIDENT  | 250.00   | e      |
| 19241              | DAVIS    | CALIF/NEBRASKA/OHIO | 02/06/90-02/08/90 | R    | ACCOMPANY TRIP OF THE PRESIDENT  | 250.00   | S      |
| 19242              | LAUDNER  | CALIF/NEBRASKA/OHIO | 02/06/90-02/08/90 | R    | ACCOMPANY TRIP OF THE PRESIDENT  | 250.00   | m      |
| 19247              | MARTIN   | CA/OMAHA, NE/OHIO   | 01/16/90-01/18/90 | R    | PREADVANCE TRIP OF THE PRESIDENT | 300.00   | R      |
| TRIP TOTAL         |          |                     |                   |      |                                  | 1,050.00 |        |
| 51552              | NAPPO    | BALTIMORE MD        | 02/13/90-02/13/90 | O    | PREADVANCE THE PRESIDENT         | .00      |        |
| 51553              | SIMON    | BALTIMORE MD        | 02/13/90-02/13/90 | O    | PREADVANCE THE PRESIDENT         | .00      |        |
| TRIP TOTAL         |          |                     |                   |      |                                  | .00      |        |
| MONTH TOTAL        |          |                     |                   |      |                                  | 1,065.00 |        |
| ORGANIZATION TOTAL |          |                     |                   |      |                                  | 4,832.15 |        |

THE WHITE HOUSE  
WASHINGTON

Archie -

See page

34 - who do

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*Ducie*

THE WHITE HOUSE  
WASHINGTON  
April 6, 1990

MEMORANDUM FOR DAVID DEMAREST  
Assistant to the President  
for Communications

FROM: Rose Zamaria *RZ*  
Special Assistant to the President and  
Director of White House Operations

SUBJECT: Status of FY 1990 Travel and  
Entertainment Budget

Listed below are the travel and entertainment funds available for  
the following offices for the remainder of fiscal year 1990.

- Communications
- Public Affairs
- Public Liaison
- Media Relations
- Speechwriting
- Research

| <u>Account</u> | <u>Annual Budget</u> | <u>Obligated to Date</u> | <u>Remaining Funds</u> |
|----------------|----------------------|--------------------------|------------------------|
| Travel         | \$18,000.00          | 8,263.00                 | 9,737.00               |
| Entertainment  | 3,600.00             | 981.00                   | 2,619.00               |

A breakdown of travel expenses by offices is attached. If you  
have any questions concerning this memorandum, please call  
extension 2500.

Listed below are the travel expenses for each office.

|                 |            |
|-----------------|------------|
| Communications  | \$2,133.00 |
| Public Liaison  | 1,985.00   |
| Media Relations | 1,580.00   |
| Speechwriting   | 1,510.00   |
| Research        | 1,055.00   |

3/30/90

TRAVEL REPORT FOR: ASST TO THE PRES - COMMUNICATIONS - 220  
AS OF DATE: MARCH 31, 1990FOR MONTH: OCTOBER 1989  
FISCAL YEAR: 90

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| AUTH        | NAME      | DESTINATION         | DATES             | TYPE | PURPOSE                             | AMOUNT | CHANGE |
|-------------|-----------|---------------------|-------------------|------|-------------------------------------|--------|--------|
| 16779       | WEAD      | FORT WAYNE, INDIANA | 10/21/89-10/22/89 | N    | ADDRESS CALVARY CHAPEL              | .00    |        |
| 16782       | WEAD      | LOS ANGELES, CA     | 10/26/89-10/29/89 | N    | ADDRESS ASSOC. OF CHRISTIAN SCHOOLS | .00    |        |
| 19208       | BACARISSE | HOUSTON             | 10/17/89-10/17/89 | N    | ATTEND NASA SPACE SHUTTLE LAUNCH    | .00    |        |
| 19210       | WATKINS   | GRAND RAPID MI      | 10/26/89-10/29/89 | R    | ATTEND GERALD FORD WORKFORCE 2000   | .00    |        |
| 19267       | SANCHEZ   | COLUMBUS, OHIO      | 10/28/89-10/28/89 | P    | ADDRESS REP NATL COMMITTE OUTREACH  | .00    |        |
| TRIP TOTAL  |           |                     |                   |      |                                     | .00    |        |
| 11319       | KILBERG   | BALTIMORE MD        | 10/08/89-10/08/89 | P    | ACCOMPANY THE PRESIDENT             | .00    | *      |
| TRIP TOTAL  |           |                     |                   |      |                                     | .00    |        |
| 11318       | RODEMEYER | GULFPORT MS/ NY     | 10/12/89-10/12/89 | P    | ACCOMPANY THE PRESIDNET             | .00    | *      |
| 11320       | DOOLEY    | GULFPORT MS/ NY     | 10/04/89-10/04/89 | P    | PREADVANCE THE PRESIDENT            | .00    | *      |
| TRIP TOTAL  |           |                     |                   |      |                                     | .00    |        |
| 11332       | SIMON     | SAN JOSE COSTA RICA | 10/02/89-10/03/89 | S    | PREADVANCE THE PRESIDNT             | .00    | *      |
| 19070       | DEMAREST  | SAN JOSE COSTA RICA | 10/27/89-10/28/89 | S    | ACCOMPANY THE PRESIDENT             | .00    |        |
| 19236       | RODEMEYER | SAN JOSE COSTA RICA | 10/27/89-10/28/89 | S    | ACCOMPANY THE PRESIDENT             | .00    |        |
| TRIP TOTAL  |           |                     |                   |      |                                     | .00    |        |
| MONTH TOTAL |           |                     |                   |      |                                     | .00    |        |

3/30/90

TRAVEL REPORT FOR: ASST TO THE PRES - COMMUNICATIONS - 220  
AS OF DATE: MARCH 31, 1990FOR MONTH: NOVEMBER 1989  
FISCAL YEAR: 90

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| AUTH       | NAME      | DESTINATION         | DATES             | TYPE | PURPOSE                              | AMOUNT | CHANGE |
|------------|-----------|---------------------|-------------------|------|--------------------------------------|--------|--------|
| 19211      | SIV       | NEW YORK            | 11/17/89-11/19/89 | N    | ATTEND DINNER FOR CAMBODIAN-AMERICAN | .00    |        |
| 19212      | SIV       | MYRTLE BEACH        | 11/18/89-11/19/89 | N    | ATTEND CAMBODIA AMERICAN SOCIETY INC | .00    |        |
| 19254      | VOGT      | NEW YORK            | 11/29/89-11/30/89 | N    | ATTEND TAX FOUNDATION MEETING        | .00    |        |
| TRIP TOTAL |           |                     |                   |      |                                      | .00    |        |
| 19234      | KILBERG   | NORFOLK/RICHMOND/NJ | 11/02/89-11/02/89 | P    | ACCOMPANY TRIP OF THE PRESIDENT      | .00    |        |
| 19235      | MARTIN    | NEWARK, NJ          | 10/27/89-10/27/89 | P    | PREADVANCE TRIP OF THE PRESIDENT     | .00    |        |
| 19238      | MARTIN    | RICHMOND, VA        | 10/23/89-10/23/89 | P    | PREADVANCE TRIP OF THE PRESIDENT     | .00    |        |
| TRIP TOTAL |           |                     |                   |      |                                      | .00    |        |
| 11316      | BLESSEY   | ANDOVER, MA         | 10/24/89-10/25/89 | R    | PREADVANCE TRIP OF THE PRESIDENT     | 95.86  | *      |
| TRIP TOTAL |           |                     |                   |      |                                      | 95.86  |        |
| 11315      | RODEMEYER | DALLAS, TX          | 11/10/89-11/11/89 | R    | ACCOMPANY TRIP OF THE PRESIDENT      | 160.00 |        |
| 15241      | DEMAREST  | DALLAS, TX          | 11/10/89-11/11/89 | R    | ACCOMPANY TRIP OF THE PRESIDENT      | 160.00 |        |
| 19233      | DAVIS     | DALLAS, TX          | 11/10/89-11/11/89 | R    | ACCOMPANY TRIP OF THE PRESIDENT      | 160.00 |        |
| TRIP TOTAL |           |                     |                   |      |                                      | 480.00 |        |
| 19239      | GEAR      | CHICAGO, IL         | 11/08/89-11/08/89 | P    | PREADVANCE TRIP OF THE PRESIDENT     | 77.15  |        |
| TRIP TOTAL |           |                     |                   |      |                                      | 77.15  |        |
| 15242      | DEMAREST  | MEMPHIS, TN         | 11/22/89-11/22/89 | O    | ACCOMPANY TRIP OF THE PRESIDENT      | .00    |        |
| TRIP TOTAL |           |                     |                   |      |                                      | .00    |        |
| 11314      | MARTIN    | MALTA/BRUSSELS      | 11/10/89-12/04/89 | O    | PREADVANCE TRIP OF THE PRESIDENT     | .00    |        |
| 15243      | DEMAREST  | MALTA/BRUSSELS      | 11/30/89-12/04/89 | O    | ACCOMPANY TRIP OF THE PRESIDENT      | .00    |        |



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TRAVEL REPORT FOR: ASST TO THE PRES - COMMUNICATIONS - 220  
AS OF DATE: MARCH 31, 1990

FOR MONTH: DECEMBER 1989

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LEGEND FOR TYPE: O = OFFICIAL; P = POLITICAL; S = STATE DEPARTMENT; N = NON-GOVERNMENT; R = OFFICIAL/POLITICAL  
A = ADVANCE; H = HOTEL BILL; T = AIRLINE TICKETS; V = VOUCHER  
\* ASTERISK DESIGNATES CHANGE IN AMOUNT FROM PREVIOUS MONTH END REPORT

| AUTH        | NAME      | DESTINATION    | DATES             | TYPE | PURPOSE                         | AMOUNT | CHANGE |
|-------------|-----------|----------------|-------------------|------|---------------------------------|--------|--------|
| 19252       | DUNCAN    | CAMBRIDGE MA   | 12/10/89-12/15/89 | O    | ATTEND BUSINESS/GOVT CONFERENCE | .00    |        |
| TRIP TOTAL  |           |                |                   |      |                                 | .00    |        |
| 15244       | DEMAREST  | IA/CO/TX       | 12/07/89-12/08/89 | R    | ACCOMPANY THE PRESIDENT         | 70.00  |        |
| 19240       | MALTBY    | DC/IA/TX/CO/DC | 11/13/89-11/14/89 | R    | PREADVANCE THE PRESIDENT        | .00    |        |
| 19253       | RODEMEYER | TX/CO/IA       | 12/07/89-12/08/89 | O    | ACCOMPANY THE PRESIDENT         | 70.00  |        |
| TRIP TOTAL  |           |                |                   |      |                                 | 140.00 |        |
| MONTH TOTAL |           |                |                   |      |                                 | 140.00 |        |

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LEGEND FOR TYPE: O = OFFICIAL; P = POLITICAL; S = STATE DEPARTMENT; N = NON-GOVERNMENT; R = OFFICIAL/POLITICAL  
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 \* ASTERISK DESIGNATES CHANGE IN AMOUNT FROM PREVIOUS MONTH END REPORT

| AUTH        | NAME       | DESTINATION         | DATES             | TYPE | PURPOSE                             | AMOUNT   | CHANGE |
|-------------|------------|---------------------|-------------------|------|-------------------------------------|----------|--------|
| 19201       | SANCHEZ    | CHICAGO IL          | 01/27/90-01/27/90 | P    | ATTND MIDWST HISPANIC POLITICAL CNF | .00      |        |
| 19214       | WEAD       | LOS ANGELES, CA     | 01/13/90-01/13/90 | N    | ADDRESS TRINITY BROADCASTING NETWRK | .00      |        |
| 19285       | SIV        | ORLANDA, FL         | 01/07/90-01/08/90 | N    | ACCOMPANY TRIP OF THE PRESIDENT     | 800.00   |        |
| 19287       | SIV        | SAN FRANCISCO, CA   | 01/13/90-01/15/90 | O    | ATTEND ASIAN AMER. LEADERSHIP       | 600.00   |        |
| TRIP TOTAL  |            |                     |                   |      |                                     | 1,400.00 |        |
| 19248       | SUTHERLAND | ORLANDO, FL         | 01/07/90-01/08/90 | O    | ACCOMPANY TRIP OF THE PRESIDENT     | 275.00   | *      |
| 19249       | DEMAREST   | ORLANDO, FL         | 01/08/90-01/08/90 | O    | ACCOMPANT TRIP OF THE PRESIDENT     | .00      |        |
| 19251       | CAWLEY     | ORLANDO, FL/OHIO    | 12/28/89-12/29/89 | O    | PREADVANCE TRIP OF THE PRESIDENT    | 150.00   |        |
| TRIP TOTAL  |            |                     |                   |      |                                     | 425.00   |        |
| 19086       | DEMAREST   | ATLANTA GA/MIAMI FL | 01/02/90-01/03/90 | R    | PREADVANCE THE PRESIDENT            | 140.00   |        |
| 19087       | DEMAREST   | ATLANTA GA/MIAMI FL | 01/19/90-01/19/90 | R    | ACCOMPANY THE PRESIDENT             | 20.00    |        |
| 19250       | SIMON      | ATLANTA GA/MIAMI FL | 01/02/90-01/02/90 | R    | PREADVANCE THE PRESIDENT            | 740.00   |        |
| TRIP TOTAL  |            |                     |                   |      |                                     | 900.00   |        |
| MONTH TOTAL |            |                     |                   |      |                                     | 2,725.00 |        |

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| AUTH        | NAME     | DESTINATION         | DATES             | TYPE | PURPOSE                          | AMOUNT   | CHANGE |
|-------------|----------|---------------------|-------------------|------|----------------------------------|----------|--------|
| 16776       | WEAD     | AUSTIN TX           | 02/04/90-02/04/90 | N    | ADDRESS PROTESTANT LEADERS       | .00      |        |
| 20826       | WEAD     | PHOENIX,AZ          | 02/09/90-02/13/90 | N    | ADDRESS FIRST ASSEMBLY CHURCH    | .00      |        |
| TRIP TOTAL  |          |                     |                   |      |                                  | .00      |        |
| 19243       | SIMON    | KNOXVILLE, TN/NC    | 01/26/90-01/26/90 | O    | PREADVANCE TRIP OF THE PRESIDENT | 15.00    |        |
| TRIP TOTAL  |          |                     |                   |      |                                  | 15.00    |        |
| 19089       | DEMAREST | CALIF/NEBRASKA/OHIO | 02/06/90-02/08/90 | R    | ACCOMPANY TRIP OF THE PRESIDENT  | 250.00   |        |
| 19241       | DAVIS    | CALIF/NEBRASKA/OHIO | 02/06/90-02/08/90 | R    | ACCOMPANY TRIP OF THE PRESIDENT  | 250.00   |        |
| 19242       | LAUDNER  | CALIF/NEBRASKA/OHIO | 02/06/90-02/08/90 | R    | ACCOMPANY TRIP OF THE PRESIDENT  | 250.00   |        |
| 19247       | MARTIN   | CA/OMAHA, NE/OHIO   | 01/16/90-01/18/90 | R    | PREADVANCE TRIP OF THE PRESIDENT | 300.00   |        |
| TRIP TOTAL  |          |                     |                   |      |                                  | 1,050.00 |        |
| 51552       | NAPPO    | BALTIMORE MD        | 02/13/90-02/13/90 | O    | PREADVANCE THE PRESIDENT         | .00      |        |
| 51553       | SIMON    | BALTIMORE MD        | 02/13/90-02/13/90 | O    | PREADVANCE THE PRESIDENT         | .00      |        |
| TRIP TOTAL  |          |                     |                   |      |                                  | .00      |        |
| 19091       | DEMAREST | PALM SPRINGS/LA     | 02/28/90-03/04/90 | R    | ACCOMPANY THE PRESIDENT          | 1,100.00 |        |
| 51555       | LANGE    | PALM SPRINGS/LA     | 02/28/90-03/04/90 | R    | ACCOMPANY THE PRESIDENT          | 1,100.00 |        |
| 51556       | LAUDNER  | PALM SPRINGS/LA     | 02/28/90-03/04/90 | R    | ACCOMPANY THE PRESIDENT          | 1,100.00 |        |
| TRIP TOTAL  |          |                     |                   |      |                                  | 3,300.00 |        |
| MONTH TOTAL |          |                     |                   |      |                                  | 4,365.00 |        |

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TRAVEL REPORT FOR: ASST TO THE PRES - COMMUNICATIONS - 220  
AS OF DATE: MARCH 31, 1990

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FISCAL YEAR: 90

LEGEND FOR TYPE: O = OFFICIAL; P = POLITICAL; S = STATE DEPARTMENT; N = NON-GOVERNMENT; R = OFFICIAL/POLITICAL  
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\* ASTERISK DESIGNATES CHANGE IN AMOUNT FROM PREVIOUS MONTH END REPORT

| AUTH        | NAME     | DESTINATION | DATES             | TYPE | PURPOSE                           | AMOUNT | CHANGE |
|-------------|----------|-------------|-------------------|------|-----------------------------------|--------|--------|
| 12408       | SIV      | HOUSTON TX  | 03/23/90-03/24/90 | N    | ADDRESS HOG FOUNDATION SYMPOSIUM  | .00    | *      |
| 19092       | ANDERSON | NEWARK, NY  | 03/08/90-03/09/90 | N    | SPEAKER AT EAGLETON INST. SEMINAR | 80.00  |        |
| 20827       | WATKINS  | NEW YORK    | 03/08/90-03/09/90 | O    | UNITED NEGRO COLLEGE FUND DINNER  | 130.00 |        |
| TRIP TOTAL  |          |             |                   |      |                                   | 210.00 |        |
| MONTH TOTAL |          |             |                   |      |                                   | 210.00 |        |

*Take off -*

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TRAVEL REPORT FOR: ASST TO THE PRES - COMMUNICATIONS - 220  
AS OF DATE: MARCH 31, 1990

FOR MONTH: APRIL 1990

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FISCAL YEAR: 90

LEGEND FOR TYPE: O = OFFICIAL; P = POLITICAL; S = STATE DEPARTMENT; N = NON-GOVERNMENT; R = OFFICIAL/POLITICAL  
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\* ASTERISK DESIGNATES CHANGE IN AMOUNT FROM PREVIOUS MONTH END REPORT

| AUTH        | NAME | DESTINATION | DATES             | TYPE | PURPOSE                  | AMOUNT | CHANGE |
|-------------|------|-------------|-------------------|------|--------------------------|--------|--------|
| 12410       | SIV  | BOSTON MA   | 04/06/90-04/06/90 | N    | ADDRESS UNIVER OF LOWELL | .00    |        |
| 19286       | SIV  | SEATTLE WA  | 04/21/90-04/24/90 | N    | ADDRESS AACJC CONVENTION | 100.00 |        |
| TRIP TOTAL  |      |             |                   |      |                          | 100.00 |        |
| MONTH TOTAL |      |             |                   |      |                          | 100.00 |        |

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TRAVEL REPORT FOR: ASST TO THE PRES - COMMUNICATIONS - 220  
AS OF DATE: MARCH 31, 1990

FOR MONTH: MAY 1990

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FISCAL YEAR: 90

LEGEND FOR TYPE: O = OFFICIAL; P = POLITICAL; S = STATE DEPARTMENT; N = NON-GOVERNMENT; R = OFFICIAL/POLITICAL  
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\* ASTERISK DESIGNATES CHANGE IN AMOUNT FROM PREVIOUS MONTH END REPORT

| AUTH               | NAME   | DESTINATION | DATES             | TYPE | PURPOSE                          | AMOUNT   | CHANGE |
|--------------------|--------|-------------|-------------------|------|----------------------------------|----------|--------|
| 51904              | DUNCAN | EUROPE      | 05/04/90-05/27/90 | S    | ATTEND INTERNAT BUSINESS SEMINAR | .00      |        |
| TRIP TOTAL         |        |             |                   |      |                                  | .00      |        |
| MONTH TOTAL        |        |             |                   |      |                                  | .00      |        |
| ORGANIZATION TOTAL |        |             |                   |      |                                  | 8,193.01 |        |

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TRAVEL REPORT FOR: COMMUNICATIONS - PUBLIC LIAISON - 221  
AS OF DATE: MARCH 31, 1990

FOR MONTH: 10/01/89-9/30/9  
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LEGEND FOR TYPE: O = OFFICIAL; P = POLITICAL; S = STATE DEPARTMENT; N = NON-GOVERNMENT; R = OFFICIAL/POLITICAL  
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| AUTH               | NAME         | DESTINATION | DATES             | TYPE | PURPOSE      | AMOUNT | CHANGE |
|--------------------|--------------|-------------|-------------------|------|--------------|--------|--------|
| OMO18              | IMPREST FUND | VARIOUS     | 10/01/89-09/30/90 | O    | IMPREST FUND | 21.60  | *      |
| TRIP TOTAL         |              |             |                   |      |              | 21.60  |        |
| MONTH TOTAL        |              |             |                   |      |              | 21.60  |        |
| ORGANIZATION TOTAL |              |             |                   |      |              | 21.60  |        |

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TRAVEL REPORT FOR: COMMUNICATIONS - SPEECH WRITING - 222  
AS OF DATE: MARCH 31, 1990

FOR MONTH: 10/01/89-9/30/9  
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LEGEND FOR TYPE: D = OFFICIAL; P = POLITICAL; S = STATE DEPARTMENT; N = NON-GOVERNMENT; R = OFFICIAL/POLITICAL  
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\* ASTERISK DESIGNATES CHANGE IN AMOUNT FROM PREVIOUS MONTH END REPORT

| AUTH               | NAME         | DESTINATION | DATES             | TYPE | PURPOSE      | AMOUNT | CHANGE |
|--------------------|--------------|-------------|-------------------|------|--------------|--------|--------|
| OMO18              | IMPREST FUND | VARIOUS     | 10/01/89-09/30/90 | D    | IMPREST FUND | 48.20  | *      |
| TRIP TOTAL         |              |             |                   |      |              | 48.20  |        |
| MONTH TOTAL        |              |             |                   |      |              | 48.20  |        |
| ORGANIZATION TOTAL |              |             |                   |      |              | 48.20  |        |

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WHITE HOUSE ENTERTAINMENT REPORT

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AS OF DATE: MARCH 31, 1990

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| PAYEE              | ACCOUNT  | PURPOSE         | DATE     | AMOUNT |
|--------------------|----------|-----------------|----------|--------|
| WH STAFF MESS      | COMM-01  | JAN MESS CHARGE | 01/31/90 | 80.00  |
| BOBBIE KILBERG     | KILB-01  | NOV MESS CHARGE | 11/08/89 | 56.84  |
| BOBBIE KILBERG     | HANUKKAH | HANUKKAH EVENT  | 12/12/89 | 145.80 |
| WH STAFF MESS      | MEDI-01  | DEC MESS CHARGE | 12/31/89 | 698.36 |
| ORGANIZATION TOTAL |          |                 |          | 981.00 |