

Withdrawal/Redaction Sheet

Clinton Library

DOCUMENT NO. AND TYPE	SUBJECT/TITLE	DATE	RESTRICTION
001. form	Travel Authorization Form No. 2043801567 [partial] (1 page)	6/8/98	b(6)
002. form	Travel Itinerary Form, Washington, Dulles to Shanghai, China [partial] (1 page)	7/3/98	b(6)
003. form	American Express Invoice / Itinerary No. 0033142 page 2 of 3 [partial] (1 page)	10 Jun 98	b(6)
004. itinerary	Copy of Passenger Reciept, United Airlines San Francisco to Washington DC [partial] (1 page)	10 Jun 98	b(6)
005. form	Travel Authorization Form No. 2043801835 [partial] (1 page)	8/27/98	b(6)
006. form	Travel Authorization Form No. 2043801404 [partial] (1 page)	10/7/98	b(6)
007. form	American Express Invoice / Itinerary no. 0031283, page 2 of 3 [partial] (1 page)	26 Mar 98	b(6)
008. form	American Airlines Passenger Receipt, Chicago to Washington DC [partial] (1 page)	26 Mar 98	b(6)
009. itinerary	Travel Itinerary, Wasington National to London, England [partial] (1 page)	3-30-98	b(6)
010. form	Travel Authorization form No. 2043801142 [partial] (1 page)	3/25/98	b(6)
011. itinerary	American Express Invoice / Itinerary No. 0031283 page 2 of 3 [partial] (1 page)	26 Mar 98	b(6)
012. form	Travel Authorization form, No. 2043801142 [partial] (1 page)	03/25/98	b(6)

COLLECTION:

Clinton Presidential Records
First Lady's Office
Missy Kincaid
OA/Box Number: 17303

FOLDER TITLE:

Travel Vouchers

2014-0301-S

sb83

RESTRICTION CODES

Presidential Records Act - [44 U.S.C. 2204(a)]

Freedom of Information Act - [5 U.S.C. 552(b)]

P1 National Security Classified Information [(a)(1) of the PRA]
P2 Relating to the appointment to Federal office [(a)(2) of the PRA]
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P5 Release would disclose confidential advice between the President and his advisors, or between such advisors [(a)(5) of the PRA]
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b(8) Release would disclose information concerning the regulation of financial institutions [(b)(8) of the FOIA]
b(9) Release would disclose geological or geophysical information concerning wells [(b)(9) of the FOIA]

C. Closed in accordance with restrictions contained in donor's deed of gift.

PRM. Personal record misfile defined in accordance with 44 U.S.C. 2201(3).

RR. Document will be reviewed upon request.

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013. form	Travel Voucher for Missy Kincaid [partial] (1 page)	3/27/98	b(6)
014. form	Copy of Hilton - The Waldorf Astoria, New York receipt [partial] (1 page)	1/26/98	b(6)
015. form	Copy of Citibank American Airlines credit card invoice (1 page)	3/3/98	b(6)
016. form	Copy of Hilton - The Waldorf Astoria invoice [partial] (1 page)	1/26/98	b(6)
017. memo	From: Bureau of Finance and Management Policy to Katherine Kincaid re: Voucher No. 204390010 [partial] (1 page)	April 27, 1999	b(6)
018. form	Travel Authorization form, No. 2043900010 [partial] (1 page)	10/7/98	b(6)

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Missy Kincaid
OA/Box Number: 17303

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Dorinda A. Salcido
04/19/99 10:16:19 AM

Record Type: Record

To: Katherine D. Kincaid/WHO/EOP

cc:

Subject: Re: \$ for you 

Glad to hear you have spoken to them, I am certain that there is some confusion with your name, but how difficult can that be.

I am sure it will be taken care of. I am not sure why this is suddenly coming up, since you have been receiving checks at your current address.

Actually, State does direct deposit to my knowledge. Tom or Eric can help clear this up.

Eric Borom

736-4066

MDN called

4/16

4/19

rec'd call & talked to Oscar from

State travel bureau

703-875-5882

payments will
be electronically dep
to WHFCU

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10 travel report July 2, 1998

06/08/98 TRAVEL AUTHORIZATION
PAGE 1 ** Read Privacy Act On Last Page **

DOC NO: 2043801567
AUTH NO: 2043801567

1) NAME: Kincaid, Missy .

SSN:

(b)(6)

ADDR: 4545 Conneticut Avenue
apt#634
Washington, DC 20008

PHONE:
MAIL CD:
ORG: A/TSS
TITLE:
SEC CLR:
CARD: TSS TRAVELER

DUTY: Washington, DC
RES: Washington, DC
HOURS: 8
Submitting Org A

TZ: 6

2) AUTH NO: 2043801567

DATE: 06/08/98

TYPE: FG-FOREIGN

3) TRAVEL PURPOSE: 8-SPECIAL
Support of President Clinton

4) ITINERARY AND EXPENSES

DATE	DEPART/ARRIVE LOCATIONS	PD RATE	DIEM MODE	LOCL MODE	DUTY MODE	EST COST	DESCRIPTION
06/17/98	D:RES: Washington,DC						
	:			AIR		4500.00	Air fare
	:			CAB		100.00	TAXI
06/18/98	A:SHANGHAI,CHN	138/88					
	:SHANGHAI,CHN						
07/03/98	A:RES: Washington,DC						
06/18/98	ACTUALS: LODGING	207.00				MEALS 132.00	
06/19/98	ACTUALS: LODGING	207.00				MEALS 132.00	
06/20/98	ACTUALS: LODGING	207.00				MEALS 132.00	
06/21/98	ACTUALS: LODGING	207.00				MEALS 132.00	
06/22/98	ACTUALS: LODGING	207.00				MEALS 132.00	
06/23/98	ACTUALS: LODGING	207.00				MEALS 132.00	
06/24/98	ACTUALS: LODGING	207.00				MEALS 132.00	
06/25/98	ACTUALS: LODGING	207.00				MEALS 132.00	
06/26/98	ACTUALS: LODGING	207.00				MEALS 132.00	
06/27/98	ACTUALS: LODGING	207.00				MEALS 132.00	
06/28/98	ACTUALS: LODGING	207.00				MEALS 132.00	
06/29/98	ACTUALS: LODGING	207.00				MEALS 132.00	
06/30/98	ACTUALS: LODGING	207.00				MEALS 132.00	
07/01/98	ACTUALS: LODGING	207.00				MEALS 132.00	
07/02/98	ACTUALS: LODGING	207.00				MEALS 132.00	

5) OTHER AUTHORIZATIONS

BUSINESS CLASS
ACTUAL EXPENSES(1)

6)	EST COST	ADV AMT
COM. CARRIER	4,500.00	0.00
LODGING	3,243.00	0.00
M&IE	2,112.00	1,689.60
TRANSPORT	100.00	0.00
TOTAL	9,955.00	1,689.60
ADVANCE AUTHORIZED		1,600.00

Ver=5.0=Copyright 1996 Gelco Information Network, Inc.=====10) FUNDS OBLIGATED==

9) AUTHORIZED BY

TITLE

DATE

INITIALS

DATE



6/15/98

Eia

6/9/98

06/08/98 TRAVEL AUTHORIZATION
PAGE 2 ** Read Privacy Act On Last Page **

DOC NO: 2043801567
AUTH NO: 2043801567

=====

7) ACCOUNTING CLASSIFICATIONS

EST COST

tss - 98/0113/2043/201020/6105/////

9,955.00

=====8) REMARKS=====

150% of M&IE authorized. Lodging provided at no cost to the traveler, use
travel order fiscal data

(1) Actual expense reimbursement is authorized as shown.

=====

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Name	Katherine "Missy" Kincaid
SSN	(b)(6)
Phone (H)	202-364-4421
(W)	202-456-6321

Trip	
Home Address	4545 Connecticut Ave NW #634 Washington DC 20009

Note: This form must be signed below.

TRAVEL ITINERARY				
Trip Site		Date	Time	Flights
Residence: 4545 Conn. Ave NW #634	Depart	6.22.98	8:00am	
Home Airport: Washington Dulles	Depart	6.22.98	10:05am	United 199
Site 1 Shanghai, China	Arrive	6.23.98	8:05pm	
	Depart	7.3.98	10:20am	United 838
Site 2	Arrive			
	Depart			
Site 3	Arrive			
	Depart			
Site 4	Arrive			
	Depart			
Site 5	Arrive			
	Depart			
Home Airport: Washington National	Arrive	9.3.98	8:03pm	
Residence: 4545 Conn. Ave NW #634	Arrive	7.3.98	9:00pm	

Miscellaneous Expenses: Itemize each request. Receipts MUST be included.

Taxi fares

1. To Dulles \$55.00 USD
2. 3 in country taxis totaling 62 RMB (Shanghai currency)
3. Business calls after WHCA dropped 304.07 RMB

Receipts attached

I certify the above to be correct and accurate.

Sign Here:

Katn Du

TRAVEL EXPENSE ENVELOPE

Checklist for Travel Voucher Submission

✓ Have you included the following required?

✓ Travel Authorization (copy)

✓ AMEX (TMC) Itinerary/Invoice (copy)

☐ Travel Advance (OF-261 copy), if applicable, enter amount: \$ _____

N/A Attached is my personal check as my advance exceeds my claim

✓ Transportation Ticket Receipts

✓ Have you included the following required receipts?

✓ Commercial Lodging (Enter the exchange rate on each receipt.)

N/A Car Rental

N/A Air/Rail Transportation paid by you, if so, enter amount: \$ _____

N/A Each individual expense claimed that is over \$75

✓ Have all expenses, except lodging or M&IE been itemized? Y or N

N Did trip vary more than 2 days or to locations not on authorization?
Y or N, If Y, include an amended authorization with the new itinerary

When complete, follow your office voucher preparation procedures
Vouchers will be certified and scheduled for payment by EFT in the
Travel Service Center, Room 1258, Main State

TRAVELER'S CERTIFICATION: I, the traveler, certify that I traveled according to the enclosed itinerary to the locations on the dates as directed by the enclosed travel authorization and that the expenses as shown on this envelope are claimed as full settlement of this travel. My original signature below attests that this envelope contains all the necessary data and is the basis for my automated travel voucher.

Traveler's Signature: *Robert D. [Signature]* Date: July 6, 1998



INVOICE/ITINERARY

American Express
Travel Related Services Company, Inc.
White House Travel Office
Old Executive Office Building, Room 87
Washington, D.C. 20500-0001
Telephone: 202 456-2250
Fax: 202 456-6670
After Hours Emergency: 800 847-0242
Your code number is KC52

SALES PERSON: 47 ITINERARY/INVOICE NO. 0633142
CUSTOMER NBR: 1695000001 TBRVFC

DATE: 10 JUN 98
PAGE: 01

TO: WHITE HOUSE TRAVEL
1600 PENNSYLVANIA AVE
WASH DC 20500

FOR: KINCAID/KATHERINE

22 JUN 98 - MONDAY

AIR UNITED AIRLINES FLT:199 BUSINESS
LV WASHINGTON DULLES 1005A

AR SAN FRANCISCO 1235P
ARRIVE: NORTH TERMINAL

KINCAID/KATHERI SEAT- 7E

AIR UNITED AIRLINES FLT:837 BUSINESS
LV SAN FRANCISCO 200P

DEPART: INTERNATIONAL TERMINAL

LUNCH
EQP: BOEING 767 200
05HR 30MIN
NON-STOP
OA PNR: QZVNLE

MULTI MEALS
EQP: BOEING 747 200
15HR 05MIN

23 JUN 98 - TUESDAY

AR SHANGHAI 805P

KINCAID/KATHERI SEAT-13F
VIA TOKYO NARITA

1-STOP
OA PNR: QZVNLE

03 JUL 98 - FRIDAY

AIR UNITED AIRLINES FLT:838 BUSINESS
LV SHANGHAI 1020A

AR TOKYO NARITA 210P
ARRIVE: TERMINAL 1

KINCAID/KATHERI SEAT-15G

AIR UNITED AIRLINES FLT:882 BUSINESS
LV TOKYO NARITA 545P

DEPART: TERMINAL 1

AR CHICAGO OHARE 315P

ARRIVE: TERMINAL 5

KINCAID/KATHERI SEAT-26C

LUNCH
EQP: BOEING 747 200
02HR 50MIN
NON-STOP
OA PNR: QZVNLE

MULTI MEALS
EQP: BOEING 747 400
11HR 30MIN
NON-STOP
OA PNR: QZVNLE

CONTINUED ON PAGE 2

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OA/Box Number: 17303

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Telephone: 202 456-2250
Fax: 202 456-6670
After Hours Emergency: 800 847-0242
Your code number is KC52

SALES PERSON: 47 ITINERARY/INVOICE NO. 9933142
CUSTOMER NBR: 1695060001 TBRVFC

DATE: 10 JUN 98
PAGE: 02

TO: WHITE HOUSE TRAVEL
1600 PENNSYLVANIA AVE
WASH DC 20500

OR: KINCAID/KATHERINE

13 JUL 98 - FRIDAY

AIR UNITED AIRLINES FLT:624 FIRST CLASS DINNER
LV CHICAGO OHARE 445P EQP: 727 STRETCH
DEPART: TERMINAL 1 01HR 41MIN
AR WASHINGTON NATL 726P NON-STOP
ARRIVE: TERMINAL B/C OA PNR: QZVNLE
SERVICE IMMEDIATELY ABOVE WAITLISTED

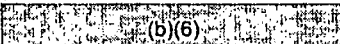
AIR UNITED AIRLINES FLT:626 FIRST CLASS DINNER
LV CHICAGO OHARE 514P EQP: 80EIND 757
DEPART: TERMINAL 1 01HR 49MIN
AR WASHINGTON NATL 803P NON-STOP
ARRIVE: TERMINAL B/C OA PNR: QZVNLE
KINCAID/KATHERI SEAT- 1D

19 NOV 98 - SUNDAY

OTHER WASHINGTON
HAVE A GREAT TRIP

AIR TICKETS UA1163902467/68

KINCAID KATHERINE

BILLED TO  4,530.00*

SUB TOTAL 4,530.00

NET CC BILLING 4,530.00*

TOTAL AMOUNT DUE 0.00

CONTINUED ON PAGE 3



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DATE: 10 JUN 98
PAGE: 03

TO: WHITE HOUSE TRAVEL
1600 PENNSYLVANIA AVE
WASH DC 20500

FOR: KINCAID/KATHERINE

TOTAL AIR FARE USD4530.00

INTERNATIONAL REMARKS

PLEASE RECONFIRM ALL FLIGHTS 72 HOURS IN ADVANCE
INTERNATIONAL FLIGHTS REQUIRE A 2HR ADVANCE CHECK IN.
AIR FARE SUBJECT TO CHANGE. PLEASE CALL FOR CORRECT
FARE BEFORE PROCESSING TRAVEL AUTHORIZATION.

SECURITY ALERT INFORMATION

DUE TO THE FAA MANDATED INCREASE IN AIRPORT SECURITY
YOU MAY BE REQUIRED TO PRODUCE A PHOTO IDENTIFICATION
AT AIRPORT CHECKIN.

FOR AFTER HOUR EMERGENCIES
CALL 800-847-0242/YOUR HOTLINE CODE IS S-KC52

REMINDER

ALL FREQUENT FLYER BENEFITS EARNED ON OFFICIAL TRAVEL
ARE THE SOLE PROPERTY OF THE U.S. GOVERNMENT AND CANNOT
BE REDEEMED FOR PERSONAL USE.

ALL UNUSED TICKETS ARE TO BE RETURNED TO AMERICAN
EXPRESS OR YOUR TRAVEL COORDINATOR IMMEDIATELY UPON
RETURN FROM TRAVEL OR WHEN TRIP HAS BEEN CANCELED.

THANK YOU FOR TRAVELING WITH AMERICAN EXPRESS.
THIS RESERVATION PREPARED BY JACK SHAYEGAN.

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PASSENGER TICKET AND BAGGAGE CHECK
SUBJECT TO CONDITIONS OF CONTRACT
NOT TRANSFERABLE

PASSENGER RECEIPT SITI

1695888881 8833142 A47

X00000000000000000000

ARC

FLIGHT
COUPON X

TOUR CODE

AGENT CODE

NAME OF PASSENGER

XXXXX

PLACE OF ISSUE: 80000

DATE OF ISSUE

KINCAID/KATHERINE

PNR/CARRIER CODE

FARE BASIS/TICKET DESIGNATION

DC US10JUN98

IAO

CARRIER

CLASS

STATUS

NOT VALID BEFORE

NOT VALID AFTER

XSFO UA199 C 22JUNC1234

QSHA UA837 C 22JUNC1234

XNRT UA838 C 83JULC

XORD UA882 C 83JULC

QCA UA626 E 83JULC

IT IS UNLAWFUL TO PURCHASE OR RESALE THE TICKET FROM ANY
ENTITY OTHER THAN THE ISSUING CARRIER OR ITS AUTHORIZED AGENTS

ISSUED BY
UNITED AIRLINES
NAME OF ISSUING AGENT
AMERICAN EXPRESS
NAME OF PASSENGER
KINCAID/KATHERINE
K/O FROM
K/O TO
ENDORSEMENTS/RESTRICTIONS

WASHINGTON DC US10JUN98
TBBYFC/AA MULTI

THIS IS YOUR RECEIPT

TRANSPORTATION*

X/ KC52*47

C67-68

374311 /FCWAS UA X/SFO

UA SHA2139.00C1234 UA X/TYO UA X/CHI UA WAS M2348.

00C NUC4487.00END ROE1.00XT6.00XY2.00XA6.00XFIAD3OR

D3

XT 14.00

USD 4487.00

US 24.00

YC 5.00

USD 4530.00

EQUIV. FARE PD.

STOCK CONTROL NO. TX 889 CK

44749430003

ALLOW PCS WT UNCKD

DOCUMENT NUMBER

0 016 1163902467 1

NOT VALID FOR TRAVEL

0 016 1163902467 1

AA09910935

No F 3028581

上海强生经济发展(集团)公司

SHANGHAI QIANG SHENG ECONOMIC DEVELOPMENT GROUP CO., LTD.

车费发票

FARE RECEIPT

时间	13:43
上车地点	南京西路920号
下车地点	南京西路920号
车型	10:2
公里数	10:40
费用	2:00
司机	4:30
乘客	0:11
总计	13:04

No F 3028581 手写无效

公司地址: 南京西路920号
联系电话: 62580000
监督电话: 62581234
企业法人营业执照
注册号: 150405800
税务登记号: 国税沪字
第310044133713063

存 *03*003340017600

1600550*00000*00

根

上海振华汽车服务有限公司

SHANGHAI ZHEN HUA TAXI SERVICE CO., LTD.

TAXI

车费发票

FARE RECEIPT

车牌号 3256075

驾驶员 李强

电话 150134600

电话 310044133713388

服务电话: 62588800

监督电话: 64160292

公司地址: 南京西路1472号

车型 A-M-9896

上车 026478

下车 98-06-28

日期 (K0970)11:23

上车 11:42

下车 11:42

单位 2.00元

里程 5.0km

费用 00:08.17

金额 17.00 元

过路费 0元 路桥费 0元

小计

总计

合计

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小计

总计

上海中联出租汽车总公司

TAXI

车费发票

FARE RECEIPT

车牌号 1678000

驾驶员 李强

电话 150134600

电话 310044133713388

服务电话: 62588800

监督电话: 64160292

公司地址: 南京西路1472号

车型 A-M-9896

上车 026478

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金额 17.00 元

过路费 0元 路桥费 0元

小计

总计

合计

小计

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10 RMB

A-M-3478

004844

98-07-02

(K0970)17:05

17:27

2.00元

4.5km

00:10.52

17.00 元

0元 00元



THE PORTMAN RITZ-CARLTON
SHANGHAI

经上海市税务局沪税(1992)75号文批准印刷 工商企作沪字00440号

GUEST 客人姓名 Ms. Katherine Kincaid (WH FOLIO NO. 帐单号码:
CONF. NO. 预订号码: 236608
COMPANY 公司名称 Consulate U S A
ADDRESS 地址 :
ROOM NO. 房号 : 1916
NO. OF GUESTS 人数 : 2
ARRIVAL 抵达日期: 21:21 23.06.98
DEPARTURE 离店日期: 03.07.98
CASHIER 职员编号: CA_MARINA 25
PAGE NO. 页数 : 1
GROUP 团体名称: US White House Staff
The Portman Ritz-Carlton, Shanghai, 03.07.98 07:38 Information Bill

DATE 日期	TEXT 摘要	REF. 参数	TIME 时间	DEBITS RMB ¥ 金额人民币(+)	CREDITS RMB ¥ 金额人民币(-)
24.06.	Room Service - Dinner	2672	21:48	85.00	
24.06.	R/S - 15% #1916 : CHECK #2672	2672	21:48	12.80	
24.06.	Calling Card Charge ->#1916 : 10811	00:07:38	22:45	20.00	
26.06.	Laundry	5069	15:25	42.00	
26.06.	L/V - 15% #1916 : CHECK #5069	5069	15:25	6.30	
27.06.	Honor Bar #1916 : 7100	00:00:04	11:18	38.00	
27.06.	Health Club #1916 : CHECK #5702	5702	16:00	250.00	
27.06.	Tel - Local Call ->#1916 : 64015535	00:00:30	21:54	1.00	
01.07.	Laundry	5459	12:43	141.00	
01.07.	L/V - 15% #1916 : CHECK #5459	5459	12:43	21.20	
02.07.	Portman Salon	8852	12:06	125.00	
02.07.	Tel - L/D Call ->#1916 : 0012024562587	00:00:14	19:42	69.38	
02.07.	Tel - L/D Call ->#1916 : 0012024562587	00:09:16	19:42	231.25	
02.07.	Tel - Domestic Call ->#1916 : 01065128899	00:01:36	21:38	2.44	
Total				1045.37	0.00
Balance					1045.37

NRM

REMARKS

I agree that my liability for this bill is not waived and agree to be held personally liable in the event that the indicated person, company or association fails to pay for any part or the full amount of these charges.

GUEST
SIGNATURE
客人签名

Katherine Kincaid

Withdrawal/Redaction Marker

Clinton Library

DOCUMENT NO. AND TYPE	SUBJECT/TITLE	DATE	RESTRICTION
005. form	Travel Authorization Form No. 2043801835 [partial] (1 page)	8/27/98	b(6)

COLLECTION:

Clinton Presidential Records
First Lady's Office
Missy Kincaid
OA/Box Number: 17303

FOLDER TITLE:

Travel Vouchers

2014-0301-S

sb83

RESTRICTION CODES

Presidential Records Act - [44 U.S.C. 2204(a)]

- P1 National Security Classified Information [(a)(1) of the PRA]
- P2 Relating to the appointment to Federal office [(a)(2) of the PRA]
- P3 Release would violate a Federal statute [(a)(3) of the PRA]
- P4 Release would disclose trade secrets or confidential commercial or financial information [(a)(4) of the PRA]
- P5 Release would disclose confidential advice between the President and his advisors, or between such advisors [(a)(5) of the PRA]
- P6 Release would constitute a clearly unwarranted invasion of personal privacy [(a)(6) of the PRA]

C. Closed in accordance with restrictions contained in donor's deed of gift.

PRM. Personal record misfile defined in accordance with 44 U.S.C. 2201(3).

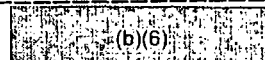
RR. Document will be reviewed upon request.

Freedom of Information Act - [5 U.S.C. 552(b)]

- b(1) National security classified information [(b)(1) of the FOIA]
- b(2) Release would disclose internal personnel rules and practices of an agency [(b)(2) of the FOIA]
- b(3) Release would violate a Federal statute [(b)(3) of the FOIA]
- b(4) Release would disclose trade secrets or confidential or financial information [(b)(4) of the FOIA]
- b(6) Release would constitute a clearly unwarranted invasion of personal privacy [(b)(6) of the FOIA]
- b(7) Release would disclose information compiled for law enforcement purposes [(b)(7) of the FOIA]
- b(8) Release would disclose information concerning the regulation of financial institutions [(b)(8) of the FOIA]
- b(9) Release would disclose geological or geophysical information concerning wells [(b)(9) of the FOIA]

1) NAME: Kincaid, Missy .

SSN:



ADDR: 4545 Conneticut Avenue
apt#634
Washington, DC 20008

PHONE:
MAIL CD:
ORG: A/TSS
TITLE:
SEC CLR:
CARD: TSS TRAVELER

DUTY: Washington, DC
RES: Washington, DC
HOURS: 8

TZ: 6

Submitting Org A

2) AUTH NO:2043801835

DATE: 08/26/98

TYPE: FG-FOREIGN

3) TRAVEL PURPOSE: 8-SPECIAL

ACTUAL PRESIDENTIAL VISIT TO RUSSIA & IRELAND

4) ITINERARY AND EXPENSES

DATE	DEPART/ARRIVE LOCATIONS	PDITEM RATE	LOCL MODE	DUTY MODE	EST COST	DESCRIPTION
08/31/98	D:WASHINGTON DC					
09/01/98	A:MOSCOW,RUS	188/100				
	:MOSCOW,RUS					
09/03/98	A:DUBLIN,IRL	123/81				
	:DUBLIN,IRL					
09/04/98	A:LIMERICK,IRL	107/68				
	:LIMERICK,IRL					
09/05/98	A:WASHINGTON DC					
08/31/98	MISCELLANEOUS EXPENSES				150.00	
09/01/98	ACTUALS: LODGING	282.00			MEALS 125.00	
09/02/98	ACTUALS: LODGING	282.00			MEALS 125.00	
09/03/98	ACTUALS: LODGING	185.00			MEALS 101.00	
09/04/98	ACTUALS: LODGING	161.00			MEALS 85.00	

5) OTHER AUTHORIZATIONS
ACTUAL EXPENSES(1)
OTHER EXPENSES

6)	EST COST	ADV AMT
LODGING	1,098.00	0.00
M&IE	575.00	460.00
OTHER	150.00	0.00
TOTAL	1,823.00	460.00
ADVANCE AUTHORIZED		450.00

7) ACCOUNTING CLASSIFICATIONS

EST COST
1,823.00

tss - 98/0113/2043/201020/6105/////

====8) REMARKS=====

125% of M&IE authorized. Lodging provided at no cost to the traveler, use travel order fiscal data

(1) Actual expense reimbursement is authorized as shown.

9) AUTHORIZED BY

TITLE

DATE

INITIALS

DATE

Per 9/1/98

8/27/98

EBJ

8/27/98

Withdrawal/Redaction Marker

Clinton Library

DOCUMENT NO. AND TYPE	SUBJECT/TITLE	DATE	RESTRICTION
006. form	Travel Authorization Form No. 2043801404 [partial] (1 page)	10/7/98	b(6)

COLLECTION:

Clinton Presidential Records
First Lady's Office
Missy Kincaid
OA/Box Number: 17303

FOLDER TITLE:

Travel Vouchers

2014-0301-S

sb83

RESTRICTION CODES

Presidential Records Act - [44 U.S.C. 2204(a)]

- P1 National Security Classified Information [(a)(1) of the PRA]
- P2 Relating to the appointment to Federal office [(a)(2) of the PRA]
- P3 Release would violate a Federal statute [(a)(3) of the PRA]
- P4 Release would disclose trade secrets or confidential commercial or financial information [(a)(4) of the PRA]
- P5 Release would disclose confidential advice between the President and his advisors, or between such advisors [(a)(5) of the PRA]
- P6 Release would constitute a clearly unwarranted invasion of personal privacy [(a)(6) of the PRA]

C. Closed in accordance with restrictions contained in donor's deed of gift.

PRM. Personal record misfile defined in accordance with 44 U.S.C. 2201(3).

RR. Document will be reviewed upon request.

Freedom of Information Act - [5 U.S.C. 552(b)]

- b(1) National security classified information [(b)(1) of the FOIA]
- b(2) Release would disclose internal personnel rules and practices of an agency [(b)(2) of the FOIA]
- b(3) Release would violate a Federal statute [(b)(3) of the FOIA]
- b(4) Release would disclose trade secrets or confidential or financial information [(b)(4) of the FOIA]
- b(6) Release would constitute a clearly unwarranted invasion of personal privacy [(b)(6) of the FOIA]
- b(7) Release would disclose information compiled for law enforcement purposes [(b)(7) of the FOIA]
- b(8) Release would disclose information concerning the regulation of financial institutions [(b)(8) of the FOIA]
- b(9) Release would disclose geological or geophysical information concerning wells [(b)(9) of the FOIA]

1) NAME: Kincaid, Missy .

SSN:

(b)(6)

ADDR: 4545 Conneticut Avenue
apt#634
Washington, DC 20008

PHONE:
MAIL CD:
ORG: A/TSS
TITLE:
SEC CLR:
CARD: TSS TRAVELER

DUTY: Washington, DC
RES: Washington, DC
HOURS: 8
Submitting Org A

TZ: 6

2) AUTH NO:2043801404

DATE: 05/07/98

TYPE: FG-FOREIGN

3) TRAVEL PURPOSE: 8-SPECIAL

Support of President & Mrs. Clinton

4) ITINERARY AND EXPENSES

DATE	DEPART/ARRIVE	LOCATIONS	PDIEM RATE	LOCL MODE	DUTY MODE	EST COST	DESCRIPTION
05/11/98	D:RES:	Washington,DC					
05/12/98	A:PARIS	(CITY/ENVIRONS,F141/96					
	:PARIS	(CITY/ENVIRONS,F					
05/14/98	A:GENEVA,SUI		132/116				
	:GENEVA,SUI						
05/15/98	A:BIRMINGHAM	(W MID),GBR192/91					
	:BIRMINGHAM	(W MID),GBR					
05/17/98	A:LONDON,GBR		199/105				
	:LONDON,GBR						
05/18/98	A:RES:	Washington,DC					

05/12/98	ACTUALS: LODGING	212.00	MEALS	144.00
05/13/98	ACTUALS: LODGING	212.00	MEALS	144.00
05/14/98	ACTUALS: LODGING	198.00	MEALS	174.00
05/15/98	ACTUALS: LODGING	288.00	MEALS	136.00
05/16/98	ACTUALS: LODGING	288.00	MEALS	136.00
05/17/98	ACTUALS: LODGING	299.00	MEALS	157.00

5) OTHER AUTHORIZATIONS

ACTUAL EXPENSES(1)
OTHER EXPENSES

6)	EST COST	ADV AMT
LODGING	1,638.00	0.00
M&IE	1,043.25	834.60
TOTAL	2,681.25	834.60
ADVANCE AUTHORIZED		800.00

7) ACCOUNTING CLASSIFICATIONS

tss - 98/0113/2043/201020/6105/////

EST COST
2,681.25

8) REMARKS

150% of M&IE authorized. Lodging provided at no cost to the traveler, use travel order fiscal data

(1) Actual expense reimbursement is authorized as shown.

5.0=Copyright 1996 Gelco Information Network, Inc.=====10) FUNDS OBLIGATED==

9) AUTHORIZED BY

TITLE

DATE

INITIALS

DATE



5/7/98

PCH

5/7/98

THE WHITE HOUSE
WASHINGTON

647-7531

~~Tommy Lee~~

Peggy Hitt

Eric Brown

June

5/28/98

from Tom -
I'll get 10000 more for
under part of trip...

TRAVEL EXPENSE ENVELOPE

Checklist for Travel Voucher Submission

✓ Have you included the following required?

☒ Travel Authorization (copy)

☒ AMEX (TMC) Itinerary/Invoice (copy)

☐ Travel Advance (OF-261 copy), if applicable, enter amount: \$ 500.00

☐ Attached is my personal check as my advance exceeds my claim

☒ Transportation Ticket Receipts

✓ Have you included the following required receipts?

☐ Commercial Lodging (Enter the exchange rate on each receipt.)

☐ Car Rental

☐ Air/Rail Transportation paid by you, if so, enter amount: \$ _____

☐ Each individual expense claimed that is over \$75

☐ Have all expenses, except lodging or M&IE been itemized? Y or N

☐ Did trip vary more than 2 days or to locations not on authorization?
Y or N, If Y, include an amended authorization with the new itinerary.

When complete, follow your office voucher preparation procedures.
Vouchers will be certified and scheduled for payment by EFT in the
Travel Service Center, Room 1258, Main State

TRAVELER'S CERTIFICATION: I, the traveler, certify that I traveled according to the enclosed itinerary to the locations on the dates as directed by the enclosed travel authorization and that the expenses as shown on this envelope are claimed as full settlement of this travel. My original signature below attests that this envelope contains all the necessary data and is the basis for my automated travel voucher.

Traveler's Signature: Patricia Date: 4/16/98

THE WHITE HOUSE
WASHINGTON

April 16, 1998

MEMORANDUM FOR STATE DEPARTMENT TRAVEL OFFICE

FROM: Katherine "Missy" Kincaid



SUBJECT: Travel expense

Please find enclosed my travel expense report, travel authorization, and ticket receipts for my recent pre-advance trip to the United Kingdom. I was scheduled to travel on American Airlines to Birmingham, England on March 26, 1998, but the flight was canceled and I flew on Continental Airlines. I have enclosed the ticket stubs from those flights.

Please note that I traveled from Birmingham to London via an American Embassy bus and then departed London on March 30, 1998. I did not go to Germany as the travel authorization reads. This will likely adjust the amount of per diem I should have received, and I expect to receive notice from your office of the amount I owe back to the State Department.

If you have further questions, please call me at (202) 456-6321.



Corporate Services

AMERICAN EXPRESS
TRAVEL RELATED SERVICES COMPANY, INC.
WHITE HOUSE TRAVEL OFFICE
Old Executive Office Building, Room 87
Washington, D.C. 20500-0001
Telephone: 202 456-2250
Fax: 202 456-6670
After Hours Emergency: 800 847-0242
Your code number is KC52

INVOICE/ITINERARY

SALES PERSON: 60 ITINERARY/INVOICE NO. 0031283
CUSTOMER NBR: 1695000001 STWDSN

DATE: 26 MAR 98
PAGE: 01

TO: WHITE HOUSE TRAVEL
1600 PENNSYLVANIA AVE
WASH DC 20500

Travel Auth # 801-142

FOR: KINCAID/KATHERINE

*Cont. #3224 to Newark @ 6:00pm
264 To Birmingham @ 8:00pm*

26 MAR 98 - THURSDAY

AIR	AMERICAN AIRLINES	FLT:1391	FIRST CLASS	DINNER
	LV WASHINGTON NATL		445P	ERP: 727 STRETCH
	DEPART: TERMINAL B/C			
	AR CHICAGO OHARE		548P	NON-STOP
	ARRIVE: TERMINAL 3			
	KINCAID/KATHERI	SEAT- 3E		
AIR	AMERICAN AIRLINES	FLT:24	BUSINESS	MULTI MEALS
	LV CHICAGO OHARE		630P	ERP: BOEING 767
	DEPART: TERMINAL 3			

27 MAR 98 - FRIDAY

AR BIRMINGHAM	UK	815A	NON-STOP
ARRIVE: MAIN TERMINAL			
KINCAID/KATHERI	SEAT- 7H		

26 MAR 98 - THURSDAY

AIR	CONTINENTAL AIRLINES	FLT:322	COACH	
	LV WASHINGTON NATL		600P	ERP: MD-80
	DEPART: MAIN TERMINAL			
	AR NEWARK		720P	NON-STOP
	ARRIVE: TERMINAL C			
AIR	CONTINENTAL AIRLINES	FLT:26	BUSINESS	MULTI MEALS
	LV NEWARK		800P	ERP: BOEING 757
	DEPART: TERMINAL C			

27 MAR 98 - FRIDAY

AR BIRMINGHAM	UK	745A	NON-STOP
ARRIVE: MAIN TERMINAL			

SERVICE IMMEDIATELY ABOVE WAITLISTED

CONTINUED ON PAGE 2

Liability Agreement

American Express Travel Related Services Company, Inc. ("AMEX") acts only as agent for the airlines, hotels, bus companies, railroads, tour operators, cruise lines, car rental companies, and other contractors providing accommodations, transportation or other services ("suppliers"). All such services are furnished by suppliers that are independent and do not act for or on behalf of Amex, are not servants of Amex, and with whom Amex does not have a business as joint venturer or otherwise.

By utilizing the services represented by this itinerary, client agrees to the foregoing and also agree that neither Amex nor its parent, affiliates, subsidiaries or Representatives (collectively "Amex Entities") shall be or become liable for any loss, costs, expense, injury, accident or damage to person or property resulting directly or indirectly from (i) the acts or omissions of such suppliers, including, but not limited to, delays or cancellation of services, cessation of operations, breakdown in machinery or equipment or changes in fares, itineraries or schedules, and/or (ii) acts of God, dangers incident to the sea, fire, acts of government or other authorities, wars, acts of terrorism, civil unrest, strikes, riots, thefts, pilferage, epidemics, quarantines, other disease, climatic aberrations, or from any other cause beyond Amex's control.

All services covered by this itinerary are subject to the terms and conditions specified by the suppliers; and client also agrees to the terms and conditions set forth in any and all brochures or advertisements describing any tour, cruise, accommodations, transportation or other services, and to any and all conditions contained in documents for any such services including, without limitation, all cancellation fees. No employee of AMEX or any of its affiliates, subsidiary companies or representatives has authority to vary the terms of these conditions.

Withdrawal/Redaction Marker

Clinton Library

DOCUMENT NO. AND TYPE	SUBJECT/TITLE	DATE	RESTRICTION
007. form	American Express Invoice / Itinerary no. 0031283, page 2 of 3 [partial] (1 page)	26 Mar 98	b(6)

COLLECTION:

Clinton Presidential Records
First Lady's Office
Missy Kincaid
OA/Box Number: 17303

FOLDER TITLE:

Travel Vouchers

2014-0301-S

sb83

RESTRICTION CODES

Presidential Records Act - [44 U.S.C. 2204(a)]

P1 National Security Classified Information [(a)(1) of the PRA]
P2 Relating to the appointment to Federal office [(a)(2) of the PRA]
P3 Release would violate a Federal statute [(a)(3) of the PRA]
P4 Release would disclose trade secrets or confidential commercial or
financial information [(a)(4) of the PRA]
P5 Release would disclose confidential advice between the President
and his advisors, or between such advisors [(a)(5) of the PRA]
P6 Release would constitute a clearly unwarranted invasion of
personal privacy [(a)(6) of the PRA]

C. Closed in accordance with restrictions contained in donor's deed
of gift.

PRM. Personal record misfile defined in accordance with 44 U.S.C.
2201(3).

RR. Document will be reviewed upon request.

Freedom of Information Act - [5 U.S.C. 552(b)]

b(1) National security classified information [(b)(1) of the FOIA]
b(2) Release would disclose internal personnel rules and practices of
an agency [(b)(2) of the FOIA]
b(3) Release would violate a Federal statute [(b)(3) of the FOIA]
b(4) Release would disclose trade secrets or confidential or financial
information [(b)(4) of the FOIA]
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personal privacy [(b)(6) of the FOIA]
b(7) Release would disclose information compiled for law enforcement
purposes [(b)(7) of the FOIA]
b(8) Release would disclose information concerning the regulation of
financial institutions [(b)(8) of the FOIA]
b(9) Release would disclose geological or geophysical information
concerning wells [(b)(9) of the FOIA]



**Corporate
Services**

AMERICAN EXPRESS
TRAVEL RELATED SERVICES COMPANY, INC.
WHITE HOUSE TRAVEL OFFICE
Old Executive Office Building, Room 87
Washington, D.C. 20500-0001
Telephone: 202 456-2250
Fax: 202 456-6670
After Hours Emergency: 800 847-0242
Your code number is KC52

INVOICE/ITINERARY

SALES PERSON: 66 ITINERARY/INVOICE NO. 0031283
CUSTOMER NBR: 1495990001 STWASN

DATE: 26 MAR 98
PAGE: 02

TO: WHITE HOUSE TRAVEL
1600 PENNSYLVANIA AVE
WASH DC 20500

Travel Authorization
*801-142 **

FOR: KINCAID/KATHERINE

30 MAR 98 - MONDAY

AIR AMERICAN AIRLINES FLT:105 COACH MULTI MEALS
LV LONDON HEATHROW 100P EQP: AIRBUS A300
DEPART: TERMINAL 3
AR NEW YORK JFK 300P NON-STOP
ARRIVE: TERMINAL 8
KINCAID/KATHERI SEAT-28F

OTHER NEW YORK JFK
AISLE SEAT UNAVAILABLE CONFIRMED MIDDLE

AIR AMERICAN AIRLINES FLT:4946 COACH
OPERATED BY AMERICAN EAGLE
LV NEW YORK JFK 530P EQP: ATR 42 TURBOPROP
DEPART: TERMINAL 9
AR WASHINGTON NATL 700P NON-STOP
ARRIVE: TERMINAL B/C
KINCAID/KATHERI SEAT- 8D

OTHER WASHINGTON NATL
AISLE SEAT UNAVAILABLE CONFIRMED MIDDLE

26 SEP 98 - SATURDAY

OTHER WASHINGTON

AIR TICKETS AA1145471678/79

KINCAID KATHERINE

BILLED TO (b)(6) 4,299.60*

SUB TOTAL 4,299.60

NET CC BILLING 4,299.60*

TOTAL AMOUNT DUE 0.00

TOTAL FARE 4299.60

SECURITY ALERT INFORMATION
DUE TO THE FAA MANDATED INCREASE IN AIRPORT SECURITY
YOU MAY BE REQUIRED TO PRODUCE A PHOTO IDENTIFICATION
AT AIRPORT CHECKIN.

CONTINUED ON PAGE 3



Corporate Services

AMERICAN EXPRESS
TRAVEL RELATED SERVICES COMPANY, INC.
WHITE HOUSE TRAVEL OFFICE
Old Executive Office Building, Room 87
Washington, D.C. 20500-0001
Telephone: 202 456-2250
Fax: 202 456-6670
After Hours Emergency: 800 847-0242
Your code number is KC52

INVOICE/ITINERARY

SALES PERSON: 60 ITINERARY/INVOICE NO. 0031283
CUSTOMER NBR: 1695000001 STWOSN

DATE: 26 MAR 98
PAGE: 03

TO: WHITE HOUSE TRAVEL
1600 PENNSYLVANIA AVE
WASH DC 20500

FOR: KINCAID/KATHERINE

FOR AFTER HOUR EMERGENCIES
CALL 800-847-0242/YOUR HOTLINE CODE IS S-KC52

REINDER
ALL FREQUENT FLYER BENEFITS EARNED ON OFFICIAL TRAVEL
ARE THE SOLE PROPERTY OF THE U.S. GOVERNMENT AND CANNOT
BE REDEEMED FOR PERSONAL USE.

ALL UNUSED TICKETS ARE TO BE RETURNED TO AMERICAN
EXPRESS OR YOUR TRAVEL COORDINATOR IMMEDIATELY UPON
RETURN FROM TRAVEL OR WHEN TRIP HAS BEEN CANCELED.

THANK YOU FOR TRAVELING WITH AMERICAN EXPRESS.

NO CHANGES IN RESERVATIONS ARE ALLOWED WITHIN 48
HOURS OF DEPARTURE. THE TRAVELER IS RESPONSIBLE
FOR ANY ADDITIONAL COSTS THAT ARE INCURRED.
IF YOUR ARRIVAL CHANGES, YOU ARE RESPONSIBLE FOR
INFORMING THE DEPARTMENT OF STATE OF YOUR NEW ARRIVAL
AND YOU MAY BE LIABLE FOR ANY COSTS INCURRED.

TELEPHONE CONTACTS DEPARTMENT OF STATE
MON - FRI, 9AM - 5PM 202 647 2531
JEANNIE BULL, PEGGY HITT, PATTY DUDLEY
KEITH DRAZEK, ERIC BROWN, TOM HUFFORD
AFTER HOURS/WEEKENDS 202 647 1512
DEPT OF STATE OPS CENTER

INTERNATIONAL REMARKS
PLEASE RECONFIRM ALL FLIGHTS 72 HOURS IN ADVANCE
INTERNATIONAL FLIGHTS REQUIRE A 2HR ADVANCE CHECK IN.

Liability Agreement.

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By utilizing the services represented by this itinerary, client agrees to the foregoing and also agree that neither Amex nor its parent, affiliates, subsidiaries or Representatives, collectively ("Amex Entities"), shall be or become liable for any loss, costs, expense, injury, accident or damage to person or property resulting directly or indirectly from, (i) the acts or omissions of such suppliers, including, but not limited to, delays or cancellation of services, cessation of operations, breakdown in machinery or equipment or changes in fares, itineraries or schedules, and/or (ii) acts of God, dangers incident to the sea, fire, acts of government or other authorities, wars, acts of terrorism, civil unrest, strikes, riots, thefts, pilferage, epidemics, quarantines, other disease, climatic aberrations, or from any other cause beyond Amex's control.

All services covered by this itinerary are subject to the terms and conditions specified by the suppliers; and client also agrees to the terms and conditions set forth in any and all brochures or advertisements describing any tour, cruise, accommodations, transportation or other services, and to any and all conditions contained in documents for any such services including, without limitation, all cancellation fees. No employee of AMEX or any of its affiliates, subsidiary companies or representatives has authority to vary the terms of these conditions.

Withdrawal/Redaction Marker

Clinton Library

DOCUMENT NO. AND TYPE	SUBJECT/TITLE	DATE	RESTRICTION
008. form	American Airlines Passenger Receipt, Chicago to Washington DC [partial] (1 page)	26 Mar 98	b(6)

COLLECTION:

Clinton Presidential Records
First Lady's Office
Missy Kincaid
OA/Box Number: 17303

FOLDER TITLE:

Travel Vouchers

2014-0301-S

sb83

RESTRICTION CODES

Presidential Records Act - [44 U.S.C. 2204(a)]

- P1 National Security Classified Information [(a)(1) of the PRA]
- P2 Relating to the appointment to Federal office [(a)(2) of the PRA]
- P3 Release would violate a Federal statute [(a)(3) of the PRA]
- P4 Release would disclose trade secrets or confidential commercial or financial information [(a)(4) of the PRA]
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- P6 Release would constitute a clearly unwarranted invasion of personal privacy [(a)(6) of the PRA]

C. Closed in accordance with restrictions contained in donor's deed of gift.

PRM. Personal record misfile defined in accordance with 44 U.S.C. 2201(3).

RR. Document will be reviewed upon request.

Freedom of Information Act - [5 U.S.C. 552(b)]

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- b(9) Release would disclose geological or geophysical information concerning wells [(b)(9) of the FOIA]

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American Airlines
BOARDING PASS

NAME OF PASSENGER
KINCAID/KATHERINE

FROM NEW YORK JFK
TO WASHINGTON NATL
AMERICAN AIRLINES

CARRIER FLIGHT CLASS DATE
AA 4946 Y 30MAR530P

SMOKE SEAT BOARDING TIME GATE
NO 1C 43 500P

ADDITIONAL SEAT INFORMATION
OK WT. UNCK WT. PCS. SEQ. NO. OK WT. UNCK WT. PCS.

COUPON AIRLINE
FORM SERIAL NO. *****
PREMIUM EX 1 T

03L / JFK

Continental

Name of Customer
BURFORD/MOLLY

From
WASHINGTON

To
NEWARK INTL

CONTINENTAL AIRLINES

Carrier	Flight	Class	Date	Departure Time
CO	322Y		26MAR	600P

Gate	Boarding Time	Seat
GT4A	530P	29D NO

Continental

Name of Customer
KINCAID/KATHERINE

From
NEWARK INTL

To
BIRMINGHAM

CONTINENTAL AIRLINES

Carrier	Flight	Class	Date	Departure Time
CO	26Y		26MAR	800P

Gate	Boarding Time	Seat
104	730P	8C NO

Withdrawal/Redaction Marker

Clinton Library

DOCUMENT NO. AND TYPE	SUBJECT/TITLE	DATE	RESTRICTION
009. itinerary	Travel Itinerary, Wasington National to London, England [partial] (1 page)	3-30-98	b(6)

COLLECTION:

Clinton Presidential Records
First Lady's Office
Missy Kincaid
OA/Box Number: 17303

FOLDER TITLE:

Travel Vouchers

2014-0301-S

sb83

RESTRICTION CODES

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b(9) Release would disclose geological or geophysical information concerning wells [(b)(9) of the FOIA]

Name	Katherine Missy Kincaid
SSN	(b)(6)
Phone (H)	202 364-4424
(W)	202 456-6324

Trip	Birmingham London, GBR
Home Address	4545 Connecticut Ave NW #634 Washington DC 20008

Note: This form must be signed below.

TRAVEL ITINERARY				
Trip Site		Date	Time	Flights
Residence:	Depart	3-26-98	3:00 pm	
Home Airport: Washington National	Depart	3-26-98	6:00 pm	Continental
Site 1	Arrive	3-27-98	8:15 am	8224 // 264
Birmingham, England	Depart	3-28-98	5:30 pm	Via Embassy transportation
Site 2	Arrive	3-28-98	7:30 pm	American Airlines
London, England	Depart	3-30-98	1:00 pm	105 // 4946
Site 3	Arrive			
	Depart			
Site 4	Arrive			
	Depart			
Site 5	Arrive			
	Depart			
Home Airport: Washington National	Arrive	3-30-98	7:00 pm	
Residence: 4545 Conn. Ave NW WDC	Arrive	3-30-98	8:00 pm	

Miscellaneous Expenses: Itemize each request. Receipts MUST be included.

--

I certify the above to be correct and accurate.

Sign Here:

Katrina Missy Kin

Withdrawal/Redaction Marker

Clinton Library

DOCUMENT NO. AND TYPE	SUBJECT/TITLE	DATE	RESTRICTION
010. form	Travel Authorization form No. 2043801142 [partial] (1 page)	3/25/98	b(6)

COLLECTION:

Clinton Presidential Records
First Lady's Office
Missy Kincaid
OA/Box Number: 17303

FOLDER TITLE:

Travel Vouchers

2014-0301-S

sb83

RESTRICTION CODES

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b(9) Release would disclose geological or geophysical information concerning wells [(b)(9) of the FOIA]

1) NAME: Kincaid, Missy .

SSN:

(b)(6)

ADDR: 4545 Conneticut Avenue
apt#634
Washington, DC 20008

PHONE:
MAIL CD:
ORG: A/TSS
TITLE:
SEC CLR:
CARD: TSS TRAVELER

DUTY: Washington, DC
RES: Washington, DC
HOURS: 8
Submitting Org A

TZ: 6

2) AUTH NO:2043801142

DATE: 03/24/98

TYPE: FG-FOREIGN

3) TRAVEL PURPOSE: 8-SPECIAL
PRESIDENTIAL - PRE-ADVANCE
Business class authorized.

4) ITINERARY AND EXPENSES

DATE	DEPART/ARRIVE LOCATIONS	PDITEM RATE	LOCL MODE	DUTY MODE	EST COST	DESCRIPTION
03/26/98	D:Washington, DC					
	:			AIR	4500.00	Air fare
	:			CAB	100.00	TAXI
03/27/98	A:BIRMINGHAM (W MID),GBR192/91					
	:BIRMINGHAM (W MID),GBR					
03/28/98	A:WUERZBURG (B),FRG 76/53					
	:WUERZBURG (B),FRG					
03/29/98	A:BERLIN,FRG 109/64					
	:BERLIN,FRG					
03/30/98	A:EISENACH,FRG 104/59					
	:EISENACH,FRG					
04/02/98	A:Washington, DC					

03/26/98	AUTHORIZED BUSINESS CALLS	100.00
03/27/98	ACTUALS: LODGING	288.00
	MEALS	136.00
03/28/98	ACTUALS: LODGING	114.00
	MEALS	79.00
03/29/98	ACTUALS: LODGING	164.00
	MEALS	96.00
03/30/98	ACTUALS: LODGING	156.00
	MEALS	88.00
03/31/98	ACTUALS: LODGING	156.00
	MEALS	88.00
04/01/98	ACTUALS: LODGING	156.00
	MEALS	88.00

5) OTHER AUTHORIZATIONS
ACTUAL EXPENSES(1)
OTHER EXPENSES

6)	EST COST	ADV AMT
COM. CARRIER	4,500.00	0.00
LODGING	1,238.00	0.00
M&IE	690.00	552.00
PHONE CALLS	100.00	0.00
TRANSPORT	100.00	0.00
TOTAL	6,628.00	552.00
ADVANCE AUTHORIZED		500.00

7) ACCOUNTING CLASSIFICATIONS

tss - 98/0113/2043/201020/6105/////

EST COST
6,628.00

8) REMARKS
150% of M&IE authorized. Lodging provided at no cost to the traveler, use travel order fiscal data

Clyde Long

3/25/98

ELG

3/25/98



United States Department of State

Washington, D.C. 20520

MEMORANDUM

TO: White House Traveler

FROM: A/TSS, RM 3800

RE: New voucher packet

This is the new A/TSS voucher packet. Enclosed is:

- 1) An itinerary form that needs to be **completed in full** (same as in the past)
- 2) Copy of travel authorization
- 3) Advance as applicable (amount is also noted on packet)

Please verify that your name and social security number are correct!

The following **MUST** be included in the packet before sending to our office:

- 1) Copy of travel authorization
- 2) Transportation receipts (taxi, airline ticket)
- 3) All other receipts for expenditures over \$75.00
- 4) Any unused airline tickets

If a receipt can not be provided, a **signed** explanation must be included. Please note check list on voucher packet that will remind you of what needs to be enclosed.

You **MUST** sign the packet in the **Traveler's Certification** area. It will not be processed without a valid **ink** signature. **Please make a copy of the voucher for your personal records!** When completed, forward the entire package to:

Department of State
A/TSS, Room 3800
2100 C St., NW
Washington, DC 20520

Thank you for your cooperation.

Name	
SS#	
Phone (H)	
(W)	

Trip	
Home Address	

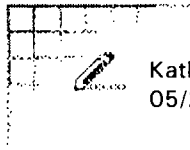
Note: This form must be signed below.

TRAVEL ITINERARY				
Trip Site		Date	Time	Flights
Residence:	Depart			
Home Airport:	Depart			
Site 1	Arrive			
	Depart			
Site 2	Arrive			
	Depart			
Site 3	Arrive			
	Depart			
Site 4	Arrive			
	Depart			
Site 5	Arrive			
	Depart			
Home Airport:	Arrive			
Residence:	Arrive			

Miscellaneous Expenses: Itemize each request. Receipts MUST be included.

--

I certify the above to be correct and accurate. Sign Here:



Katherine D. Kincaid
05/27/98 10:57:32 AM

Record Type: Record

To: Marisa Luzzatto/WHO/EOP

cc:

Subject: Per diem for preadvance

Can you give me a call re my per diem from the England pre advance from March? As you may recall, I was given \$500 in travellers checks after I returned, but they paid me as if I'd been on the entire preadvance (to France and Germany). I still have the checks and just don't know to whom I should return them. Maybe I should call Jeannie Bull? Do you have her number?



**Corporate
Services**

AMERICAN EXPRESS
TRAVEL RELATED SERVICES COMPANY, INC.
WHITE HOUSE TRAVEL OFFICE
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Washington, D.C. 20500-0001
Telephone: 202 456-2250
Fax: 202 456-6670
After Hours Emergency: 800 847-0242
Your code number is KC52

INVOICE/ITINERARY

PERSON: 60
CUSTOMER NBR: 1695002001

ITINERARY/INVOICE NO. 0031283
STWOSN

DATE: 26 MAR 98
PAGE: 03

TO: WHITE HOUSE TRAVEL
1600 PENNSYLVANIA AVE
WASH DC 20500

FOR: KINCAID/KATHERINE

FOR AFTER HOUR EMERGENCIES
CALL 800-847-0242/YOUR HOTLINE CODE IS S-KC52

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THANK YOU FOR TRAVELING WITH AMERICAN EXPRESS.

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Corporate Services

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Washington, D.C. 20500-0001
Telephone: 202 456-2250
Fax: 202 456-6670
After Hours Emergency: 800 847-0242
Your code number is KC52

INVOICE/ITINERARY

SALES PERSON: 60
CUSTOMER NBR: 1695000001

ITINERARY/INVOICE NO. 0031283
STWOSH

DATE: 26 MAR 98
PAGE: 01

TO: WHITE HOUSE TRAVEL
1600 PENNSYLVANIA AVE
WASH DC 20500

FOR: KINCAID/KATHERINE

26 MAR 98 - THURSDAY
AIR AMERICAN AIRLINES FLT:1391 FIRST CLASS DINNER
LV WASHINGTON NATL 445P ERF: 727 STRETCH
DEPART: TERMINAL B/C
AR CHICAGO OHARE 548P NON-STOP
ARRIVE: TERMINAL 3
KINCAID/KATHERI SEAT- 3E
AIR AMERICAN AIRLINES FLT:24 BUSINESS MULTI MEALS
LV CHICAGO OHARE 630P ERF: BOEING 767
DEPART: TERMINAL 3

27 MAR 98 - FRIDAY
AR BIRMINGHAM UK 815A NON-STOP
ARRIVE: MAIN TERMINAL
KINCAID/KATHERI SEAT- 7H

26 MAR 98 - THURSDAY
AIR CONTINENTAL AIRLINES FLT:322 COACH
LV WASHINGTON NATL 600P ERF: MD-80
DEPART: MAIN TERMINAL
AR NEWARK 720P NON-STOP
ARRIVE: TERMINAL C
AIR CONTINENTAL AIRLINES FLT:26 BUSINESS MULTI MEALS
LV NEWARK 800P ERF: BOEING 757
DEPART: TERMINAL C

27 MAR 98 - FRIDAY
AR BIRMINGHAM UK 745A NON-STOP
ARRIVE: MAIN TERMINAL
SERVICE IMMEDIATELY ABOVE WAITLISTED

CONTINUED ON PAGE 2

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All services covered by this itinerary are subject to the terms and conditions specified by the suppliers; and client also agrees to the terms and conditions set forth in any and all brochures or advertisements describing any tour, cruise, accommodation, transportation or other services, and to any and all conditions contained in documents for any such services including, without limitation, all cancellation fees. No employee of AMEX or any of its affiliates, subsidiary companies or representatives has authority to vary the terms of these conditions.

Withdrawal/Redaction Marker

Clinton Library

DOCUMENT NO. AND TYPE	SUBJECT/TITLE	DATE	RESTRICTION
011. itinerary	American Express Invoice / Itinerary No. 0031283 page 2 of 3 [partial] (1 page)	26 Mar 98	b(6)

COLLECTION:

Clinton Presidential Records
First Lady's Office
Missy Kincaid
OA/Box Number: 17303

FOLDER TITLE:

Travel Vouchers

2014-0301-S

sb83

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Your code number is KC52

INVOICE/ITINERARY

SALES PERSON: 60
CUSTOMER NBR: 1695000001

ITINERARY/INVOICE NO. 0031283
STWASH

DATE: 26 MAR 98
PAGE: 02

TO: WHITE HOUSE TRAVEL
1600 PENNSYLVANIA AVE
WASH DC 20500

FOR: KINCAID/KATHERINE

30 MAR 98 - MONDAY

AIR AMERICAN AIRLINES FLT: 105 COACH MULTI MEALS
LV LONDON-HEATHROW 100P EOP: AIRBUS A300
DEPART: TERMINAL 3
AR NEW YORK JFK 302P NON-STOP
ARRIVE: TERMINAL B
KINCAID/KATHERINE SEAT-28F

OTHER NEW YORK JFK
AISLE SEAT UNAVAILABLE CONFIRMED MIDDLE
AIR AMERICAN AIRLINES FLT: 4946 COACH
OPERATED BY AMERICAN EAGLE
LV NEW YORK JFK 530P EOP: ATR 42 TURBOPROP
DEPART: TERMINAL 9
AR WASHINGTON NATL 200P NON-STOP
ARRIVE: TERMINAL B/C
KINCAID/KATHERINE SEAT- 8D
OTHER WASHINGTON NATL
AISLE SEAT UNAVAILABLE CONFIRMED MIDDLE

26 SEP 98 - SATURDAY

OTHER WASHINGTON

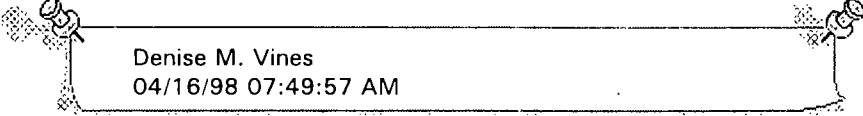
AIR TICKETS	AA1145471678779	KINCAID KATHERINE	
BILLED TO		(b)(6)	4,299.60
SUB TOTAL			4,299.60
NET CC BILLING			4,299.60
TOTAL AMOUNT DUE			0.00

TOTAL FARE 4299.60

SECURITY ALERT INFORMATION

THE FAA MANDATED INCREASE IN AIRPORT SECURITY
MAY BE REQUIRED TO PRODUCE A PHOTO IDENTIFICATION
AT AIRPORT CHECKIN.

CONTINUED ON PAGE 3



Denise M. Vines
04/16/98 07:49:57 AM

Record Type: Record

To: Katherine D. Kincaid/WHO/EOP
cc: Jacquelyn J. Bennett/WHO/EOP
Subject: Travel Voucher TF80126-06 to New York

Your travel voucher has been processed. You will receive \$216.85 in your bank account within 48 working hours. Thank you.

OK 4/15/98

Withdrawal/Redaction Marker

Clinton Library

DOCUMENT NO. AND TYPE	SUBJECT/TITLE	DATE	RESTRICTION
012. form	Travel Authorization form, No. 2043801142 [partial] (1 page)	03/25/98	b(6)

COLLECTION:

Clinton Presidential Records
First Lady's Office
Missy Kincaid
OA/Box Number: 17303

FOLDER TITLE:

Travel Vouchers

2014-0301-S

sb83

RESTRICTION CODES

Presidential Records Act - [44 U.S.C. 2204(a)]

- P1 National Security Classified Information [(a)(1) of the PRA]
- P2 Relating to the appointment to Federal office [(a)(2) of the PRA]
- P3 Release would violate a Federal statute [(a)(3) of the PRA]
- P4 Release would disclose trade secrets or confidential commercial or financial information [(a)(4) of the PRA]
- P5 Release would disclose confidential advice between the President and his advisors, or between such advisors [(a)(5) of the PRA]
- P6 Release would constitute a clearly unwarranted invasion of personal privacy [(a)(6) of the PRA]

C. Closed in accordance with restrictions contained in donor's deed of gift.

PRM. Personal record misfile defined in accordance with 44 U.S.C. 2201(3).

RR. Document will be reviewed upon request.

Freedom of Information Act - [5 U.S.C. 552(b)]

- b(1) National security classified information [(b)(1) of the FOIA]
- b(2) Release would disclose internal personnel rules and practices of an agency [(b)(2) of the FOIA]
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- b(8) Release would disclose information concerning the regulation of financial institutions [(b)(8) of the FOIA]
- b(9) Release would disclose geological or geophysical information concerning wells [(b)(9) of the FOIA]

1) NAME: Kincaid, Missy .

SSN:



ADDR: 4545 Conneticut Avenue
apt#634
Washington, DC 20008

PHONE:
MAIL CD:
ORG: A/TSS
TITLE:
SEC CLR:
CARD: TSS TRAVELER

DUTY: Washington, DC
RES: Washington, DC
HOURS: 8
Submitting Org A

TZ: 6

2) AUTH NO:2043801142

DATE: 03/24/98

TYPE: FG-FOREIGN

3) TRAVEL PURPOSE: 8-SPECIAL

PRESIDENTIAL - PRE-ADVANCE

Business class authorized.

4) ITINERARY AND EXPENSES

DATE	DEPART/ARRIVE LOCATIONS	PDIEM RATE	LOCL MODE	DUTY MODE	EST COST	DESCRIPTION
03/26/98	D:Washington, DC					
	:			AIR	4500.00	Air fare
	:			CAB	100.00	TAXI
03/27/98	A:BIRMINGHAM (W MID),GBR192/91					
	:BIRMINGHAM (W MID),GBR					
03/28/98	A:WUERZBURG (B),FRG	76/53				
	:WUERZBURG (B),FRG					
03/29/98	A:BERLIN,FRG	109/64				
	:BERLIN,FRG					
03/30/98	A:EISENACH,FRG	104/59				
	:EISENACH,FRG					
04/02/98	A:Washington, DC					

03/26/98	AUTHORIZED BUSINESS CALLS	100.00
03/27/98	ACTUALS: LODGING	288.00
03/28/98	ACTUALS: LODGING	114.00
03/29/98	ACTUALS: LODGING	164.00
03/30/98	ACTUALS: LODGING	156.00
03/31/98	ACTUALS: LODGING	156.00
04/01/98	ACTUALS: LODGING	156.00

5) OTHER AUTHORIZATIONS

ACTUAL EXPENSES (1)
OTHER EXPENSES

	EST COST	ADV AMT
6) COM. CARRIER	4,500.00	0.00
LODGING	1,238.00	0.00
M&IE	690.00	552.00
PHONE CALLS	100.00	0.00
TRANSPORT	100.00	0.00
TOTAL	6,628.00	552.00
ADVANCE AUTHORIZED		500.00

7) ACCOUNTING CLASSIFICATIONS

tss - 98/0113/2043/201020/6105/////

EST COST
6,628.00

8) REMARKS

150% of M&IE authorized. Lodging provided at no cost to the traveler, use travel order fiscal data.

Cygnal Long

3/25/98

ELG

3/25/98

Hobbs
accountants -

Jackie said
all paperwork is
done. 4/14/98

Withdrawal/Redaction Marker

Clinton Library

DOCUMENT NO. AND TYPE	SUBJECT/TITLE	DATE	RESTRICTION
013. form	Travel Voucher for Missy Kincaid [partial] (1 page)	3/27/98	b(6)

COLLECTION:

Clinton Presidential Records
First Lady's Office
Missy Kincaid
OA/Box Number: 17303

FOLDER TITLE:

Travel Vouchers

2014-0301-S

sb83

RESTRICTION CODES

Presidential Records Act - [44 U.S.C. 2204(a)]

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- b(8) Release would disclose information concerning the regulation of financial institutions [(b)(8) of the FOIA]
- b(9) Release would disclose geological or geophysical information concerning wells [(b)(9) of the FOIA]

TRAVEL VOUCHER (Read the Privacy Act Statement on the back)		1. DEPARTMENT OR ESTABLISHMENT, BUREAU DIVISION OR OFFICE WFO		2. TYPE OF TRAVEL ☐ TEMPORARY DUTY ☐ PERMANENT CHANGE OF STATION		3. VOUCHER NO.	
						4. SCHEDULE NO.	
TRAVELER (PAYEE)	5. a. NAME (Last, first, middle initial) Kincaid, Katherine D			b. SOCIAL SECURITY NO. (b)(6)		6. PERIOD OF TRAVEL	
	c. MAILING ADDRESS (Include ZIP Code) 4545 Connecticut Ave NW #634 Washington DC 20008			d. OFFICE TELEPHONE NO. 202 456-6324		a. FROM 1/26/98 b. TO 4/27/98	
	e. PRESENT DUTY STATION EOP- Office of the Frat Lady			f. RESIDENCE (City and State) Washington DC		7. TRAVEL AUTHORIZATION	
						a. NUMBER(S) b. DATE(S)	
8. TRAVEL ADVANCE				9. CASH PAYMENT RECEIPT			
a. Outstanding				a. DATE RECEIVED			
b. Amount to be applied				b. AMOUNT RECEIVED \$			
c. Amount due Government (Attached: ☐ Check ☐ Cash)				c. PAYEE'S SIGNATURE			
D. Balance outstanding							
11. PAID BY							
10. CHECK NO.							
12. GOVERNMENT TRANSPORTATION REQUESTS, OR TRANSPORTATION TICKETS, IF PURCHASED WITH CASH (List by number below and attach passenger coupon; if cash is used show claim on reverse side.)							
I hereby assign to the United States any right I may have against any parties in connection with reimbursable transportation charges described below, purchased under cash payment procedures (FPMR 101-7) ▶ Traveler's Initials							
AGENT'S VALUATION OF TICKET (a)		ISSUING CARRIER (Initials) (b)	MODE, CLASS OF SERVICE AND ACCOMMODATIONS (c)	DATE ISSUED (d)	POINTS OF TRAVEL		
					FROM (e)	TO (f)	
Military aircraft hotel							
13. I certify that this voucher is true and correct to the best of my knowledge and belief, and that payment or credit has not been received by me. When applicable, per diem claimed is based on the average cost of lodging incurred during the period covered by this voucher.							
TRAVELER SIGN HERE Katherine D Kincaid				DATE 3/27/98		AMOUNT CLAIMED ▶ \$	
NOTE: Falsification of an item in an expense account works a forfeiture of claim (28 U.S.C. 2514) and may result in a fine of not more than \$10,000 or imprisonment for not more than 5 years or both (18 U.S.C. 287; i.d. 1001).							
14. This voucher is approved. Long distance telephone calls, if any, are certified as necessary in the interest of the Government. (NOTE: If long distance telephone calls are included, the approving official must have been authorized in writing by the head of the department or agency to so certify (31 U.S.C. 680a).)					17. FOR FINANCE OFFICE USE ONLY COMPUTATION		
APPROVING OFFICIAL SIGN HERE P. W. Greene					a. DIFFERENCES, IF ANY (Explain and show amount)		
DATE 3/27/98							
15. LAST PRECEDING VOUCHER PAID UNDER SAME TRAVEL AUTHORIZATION					b. TOTAL VERIFIED CORRECT FOR CHARGE TO APPROPRIATION		
a. VOUCHER NO.		b. D.O. SYMBOL		c. MONTH & YEAR	Certifier's initials:		
16. THIS VOUCHER IS CERTIFIED CORRECT AND PROPER FOR PAYMENT					c. APPLIED TO TRAVEL ADVANCE (Appropriation symbol):		
AUTHORIZED CERTIFYING OFFICIAL SIGN HERE ▶							
DATE							
					d. NET TO TRAVELER ▶ \$		
18. ACCOUNTING CLASSIFICATION							



TRAVEL AUTHORIZATION

WHITE HOUSE OFFICE

NUMBER: _____

DATE OF REQUEST: _____

Please Print

Last Name Kincaid		First Name Katharine	
Extension: 66321	Room: 204 East Wing	☒ White House Staff ☐ Advance ☐ Other: _____	
2. PURPOSE(S)		3. ITINERARY (List all cities including those through which flights are routed):	
EVENT DATE(S)		Origin: Washington DC	
Hartman School Visit 1/26/98		Destination: New York, New York	
Unicef Dinner 1/26/98		Return to: Washington DC	
Today Show 1/27/98			
4. DEPARTURE		RETURN	
Date: 1/26/98	Time: 2 pm	Date: 1/27/98	Time: 9:30 am
Mode: military aircraft		Mode: military aircraft	
5. FUNDING SOURCE:			
☒ Official ☐ Political ☐ 501 (c)(3) ☐ Other: _____			
Note: For travel funded by political, 501(c)(3) or other sources, an approved "Travel Expenses From Outside Source" form must be attached.			
Please Read Instructions Regarding Travel Expenses on Reverse side of this Form			
6. SPECIAL EXPENSES			
☐ Mini-Van Rental ☐ Privately Owned Vehicle ☐ Standard Vehicle Rental			
Hotel: Waldorf Astoria Hotel			
Per Diem:		Air Fare:	
7. TRAVELER'S SIGNATURE		8. FORM COMPLETED BY: please print	
Katharine Kincaid		Katharine Kincaid	
(I have read and agree to the terms set forth on the reverse side)			
9. APPROVING SIGNATURES:			
Office Head:		Political Travel Approval (for political travel only):	
Chief of Staff / Designee:			
10. FOR ADMINISTRATIVE OFFICE USE ONLY			
OFFICE CODE:	TOTAL OBLIGATED COST:	TRIP CODE:	AIRFARE:

(REV. 6/97)

ORIGINAL

Withdrawal/Redaction Marker

Clinton Library

DOCUMENT NO. AND TYPE	SUBJECT/TITLE	DATE	RESTRICTION
014. form	Copy of Hilton - The Waldorf Astoria, New York receipt [partial] (1 page)	1/26/98	b(6)

COLLECTION:

Clinton Presidential Records
First Lady's Office
Missy Kincaid
OA/Box Number: 17303

FOLDER TITLE:

Travel Vouchers

2014-0301-S

sb83

RESTRICTION CODES

Presidential Records Act - [44 U.S.C. 2204(a)]

- P1 National Security Classified Information [(a)(1) of the PRA]
- P2 Relating to the appointment to Federal office [(a)(2) of the PRA]
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PRM. Personal record misfile defined in accordance with 44 U.S.C. 2201(3).

RR. Document will be reviewed upon request.

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- b(1) National security classified information [(b)(1) of the FOIA]
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- b(3) Release would violate a Federal statute [(b)(3) of the FOIA]
- b(4) Release would disclose trade secrets or confidential or financial information [(b)(4) of the FOIA]
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- b(8) Release would disclose information concerning the regulation of financial institutions [(b)(8) of the FOIA]
- b(9) Release would disclose geological or geophysical information concerning wells [(b)(9) of the FOIA]

Hilton

MISSY - East 2nd Floor
Wing Att: Morris

THE WALDORF-ASTORIA
301 Park Avenue
New York NY 10022
(212) 355 - 3000

OARR 01/26/98 ODEP 01/27/98 ORIG AGNR0124MUNYCWTHM140
ARR 01/26/98 DEP 01/27/98 HRMS 1 ACCOM TT HAD-C 1 RMK TOUR
ROOMS 35M2 RATE 210.00 XP .00 P-GRP COF152
SETTLEMENT VI CC NBR (b)(6) EXP 06/98 HOLDER KINCAID
HH# AL # AB CB OTHER #

NAME KINCAID, MISSY

WITH

COMPY WHITE HOUSE ADVANCE

ADDR OEOB ROOM 1

ADDR

CITY WASHINGTON

ZIP 20502

ST DC

CNTRY US

3 4

PLN A FOLIO .00
SRC 152 B FOLIO .00
UTP DEPOSIT .00
GTD G DEP DATE / /
ARR 3PM INV NBR 2008749527

FOLIO NBR 342067			GUEST FOLIO A		PAGE 001 OF 001		
CODE	DATE	REF.	DESCRIPTION	ID	CHARGES	CREDITS	BALANCE
14	01/26/98	4300	ROOM SERVICE	XAQ	20.05		20.05
70	01/26/98	2245 R	INNFAX RECD 012	XAQ	36.00		56.05
70	01/26/98	2246 R	INNFAX RECD 002	XAQ	6.00		62.05
70	01/26/98	2247 R	INNFAX RECD 004	XAQ	12.00		74.05
70	01/26/98	2249 R	INNFAX RECD 005	XAQ	15.00		89.05
48	01/26/98	2250 C	INROOM COPIES 01	XAQ	.50		89.55
96	01/27/98		VISA	IHO		89.55	.00
63	01/27/98	14550	REFRESHMENT CTR	XAQ	13.80		13.80
96	01/27/98	COL	UIBA	RLI		13.80	.00

Withdrawal/Redaction Marker

Clinton Library

DOCUMENT NO. AND TYPE	SUBJECT/TITLE	DATE	RESTRICTION
015. form	Copy of Citibank American Airlines credit card invoice (1 page)	3/3/98	b(6)

COLLECTION:

Clinton Presidential Records
First Lady's Office
Missy Kincaid
OA/Box Number: 17303

FOLDER TITLE:

Travel Vouchers

2014-0301-S

sb83

RESTRICTION CODES

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Katherine - Set ~~total~~ invoice from

^{Ashley / Stephanie}
This was attached to your Travel
Authorization form. Plz fill out the
Attached Travel Voucher & send to
me in Rm 1 for proper ^{get invoice} reimb. ~~Patricia~~
Call if you have any questions Brian
Auburn Stein // Karen D. Jacki' 6
658/1 _____ 6-5129



TRAVEL AUTHORIZATION

WHITE HOUSE OFFICE

NUMBER: _____

DATE OF REQUEST: _____

Please Print

Last Name Kincaid		First Name Katharine	
Extension: 66321	Room: 204 East Wing	☒ White House Staff ☐ Advance ☐ Other: _____	
2. PURPOSE(S) EVENT DATE(S) Harlem School Visit 2/26/98 Unicef Dinner 2/26/98 Today Show 2/27/98		3. ITINERARY (List all cities including those through which flights are routed): Origin: Washington DC Destination: New York, New York Return to: Washington DC	
4. DEPARTURE Date: 2/26/98 Time: 2 pm Mode: military aircraft		RETURN Date: 2/27/98 Time: 9:30 am Mode: military aircraft	
5. FUNDING SOURCE: ☒ Official ☐ Political ☐ 501 (c)(3) ☐ Other: _____ Note: For travel funded by political, 501(c)(3) or other sources, an approved "Travel Expenses From Outside Source" form must be attached.			
Please Read Instructions Regarding Travel Expenses on Reverse side of this Form			
6. SPECIAL EXPENSES ☐ Mini-Van Rental ☐ Privately Owned Vehicle ☐ Standard Vehicle Rental			
Hotel: Waldorf Astoria Hotel			
Per Diem:		Air Fare:	
7. TRAVELER'S SIGNATURE Katharine Kincaid (I have read and agree to the terms set forth on the reverse side)		8. FORM COMPLETED BY: <i>please print</i> Katharine Kincaid	
9. APPROVING SIGNATURES:			
Office Head:		Political Travel Approval (for political travel only):	
Chief of Staff / Designee:			
10. FOR ADMINISTRATIVE OFFICE USE ONLY:			
OFFICE CODE:	TOTAL OBLIGATED COST:	TRIP CODE:	AIRFARE:

(REV. 6/97)

ORIGINAL

Withdrawal/Redaction Marker

Clinton Library

DOCUMENT NO. AND TYPE	SUBJECT/TITLE	DATE	RESTRICTION
016. form	Copy of Hilton - The Waldorf Astoria invoice [partial] (1 page)	1/26/98	b(6)

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b(9) Release would disclose geological or geophysical information concerning wells [(b)(9) of the FOIA]

MISSY

East 2nd Floor
Wing Att. Norris



THE WALDORF-ASTORIA
301 Park Avenue
New York, NY 10022
(212) 355 - 3000

OARR 01/26/98 ODEP 01/27/98 ORIG AGNR0124MUNYCWTHH140
ARR 01/26/98 DEP 01/27/98 #RMS 1 ACCOM TT HAD-C 1 RMK TOUR
ROOMS 35M2 RATE 210.00 XP .00 P-GRP COF152
SETTLEMENT UI CC NBR (b)(6) EXP 06/98 HOLDER KINCAID
HH# AL # AB CB OTHER #

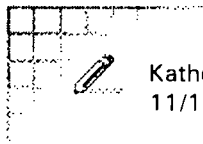
NAME KINCAID, MISSY
WITH
COPY WHITE HOUSE ADVANCE
ADDR OEOB ROOM 1
ADDR
CITY WASHINGTON
ZIP 20502

ST DC
CNTRY US

3 4

PLN
SRC 152 A FOLIO .00
UIP B FOLIO .00
GTD 6 DEPOSIT .00
ARR 3PM DEP DATE / /
INV NBR ZQ08749527

FOLIO NBR 342067			GUEST FOLIO A		PAGE 001 OF 001		
CODE	DATE	REF.	DESCRIPTION	ID	CHARGES	CREDITS	BALANCE
14	01/26/98	4300	ROOM SERVICE	XAQ	20.05		20.05
70	01/26/98	2245 R	INNFAX RECD 012	XAQ	36.00		56.05
70	01/26/98	2246 R	INNFAX RECD 002	XAQ	6.00		62.05
70	01/26/98	2247 R	INNFAX RECD 004	XAQ	12.00		74.05
70	01/26/98	2249 R	INNFAX RECD 005	XAQ	15.00		89.05
48	01/26/98	2250 C	INROOM COPIES01	XAQ	.50		89.55
96	01/27/98		UIA	IHO		89.55	.00
63	01/27/98	14550	REFRESHMENT CTR	XAQ	13.80		13.80
96	01/27/98	COL	UIA	RLI		13.80	.00



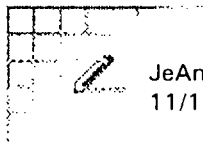
Katherine D. Kincaid
11/17/98 07:14:51 PM

Record Type: Record

To: JeAnne M. Hillyear-Hill/WHO/EOP
cc:
bcc: Michael D. Malone/WHO/EOP, Records Management
Subject: Re: Question about a hotel bill

Thank you! I appreciate you getting back to me and your efforts to clear this up.

Missy
JeAnne M. Hillyear-Hill



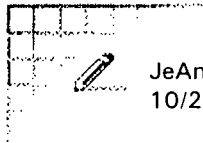
JeAnne M. Hillyear-Hill
11/17/98 05:18:44 PM

Record Type: Record

To: Katherine D. Kincaid/WHO/EOP, P
cc:
Subject: Re: Question about a hotel bill

Hi Katherine... I understand from Jacki that you are still getting billings from Hilton Short Hills. I called the group catering/conference POC (Christa) and asked her to fix the hotel's billing error. We already paid the total bill last month, and the bill included your room costs. Christa pulled up your individual folio (AA 31968), and corrected their internal billing problems. Please let me know if you receive any future payment requests, and I'll jump on Christa's case again.

----- Forwarded by JeAnne M. Hillyear-Hill/WHO/EOP on 11/17/98 05:14 PM -----



JeAnne M. Hillyear-Hill
10/28/98 10:50:51 AM

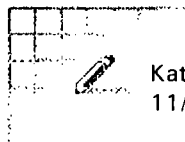
Record Type: Record

To: Katherine D. Kincaid/WHO/EOP
cc:
Subject: Re: Question about a hotel bill

Hi Katherine....

I processed the Hilton Short Hills bill some weeks ago, and it included the \$245 for your room. So, please don't worry about the billing your received from the Hilton - I'm not sure why they would sent you a copy....but thanks for following-up to make sure all is taken care of, as sometime these things do slip through.

JeAnne (456 2502 / White House Operations)



Katherine D. Kincaid
11/16/98 10:51:44 AM

Record Type: Record

To: Jacquelyn J. Bennett/WHO/EOP, JeAnne M. Hillyear-Hill/WHO/EOP, Huma M. Abedin/WHO/EOP

cc:

Subject: Short Hills Hilton - 3rd notice

Per my conversation with Jackie, I have rec'd a **third** notice that payment is past due from the Short Hills Hilton in NJ. I am very concerned that this bill has not been cleared as it is under my name and I was there with the First Lady in **July**. As I mentioned to Jackie, I am tempted to call the hotel directly, but will refrain from doing so as I know your office should handle this.

FYI - I just noticed that there is a mistake in the address from the Hilton. It has my name, The White House, Washington DC, then it has the Hilton's zip code. Obviously this might effect when we would receive the bill, but shouldn't effect our payment.

I will send you a copy of the latest bill so that you have it for your records.

Please let me know when you have contacted the hotel and when you have cleared this account.

Thank you,
Missy

Hilton Short Hills



07/31/98
AA 03 31968

Page: 1

To: WHITEHOUSE/SECRET SERVICE
ATTN: MISSY KINCAID
1600 PENNSYLVANIA AVENUE
WASHINGTON, DC 07078

07/14/98 KINCAID, MISSY #367296

245.00

245.00

**** Payment Past Due ****

reply by November 13, 1998

REMIT PAYMENT IMMEDIATELY

Please contact Christa Rohde, Credit Manager at 973-912-7985

We have previously billed this invoice with the documentation to you. As we appreciate your business relationship, we regret to inform you that this account may be referred to a collection agency. Be advised this may be our last contact regarding this account.

TOTAL AMOUNT DUE

245.00

41 John F. Kennedy Parkway, Short Hills, NJ 07078
Tel: +1 973 379 0100 Fax: +1 973 379 6870
Reservations: www.hilton.com or 1-800-HILTONS





HILTON HOTEL AT SHORT HILLS
 41 JFK Parkway
 Short Hills, NJ 07078
 (201) 379 - 0100

QARR 07/13/98 ODEP 07/14/98 ORIG FRBK0707MPEWRSHHH120
 ARR 07/13/98 DEP 07/14/98 #RMS 1 ACCOM TO #AD-C 1 RMK
 ROOMS 717 RATE 245.00 XP .00 P-GRP WHS253
 SETTLEMENT CC NBR EXP / HOLDER
 HH# AL # AB CB OTHER #

NAME KINCAID, MISSY MS
 WITH 3 4
 CMPY WHITEHOUSE/SECRET SERVICE
 ADDR 1600 PENNSYLVANIA AVE
 ADDR
 CITY WASHINGTON ST DC
 ZIP 07078 CNTRY US
 PLN SRC WHS A FOLIO .00
 VIP DEPOSIT .00
 GTD G DEP DATE / /
 ARR 4PM INU NBR 0004029203

FOLIO NBR		367296		GUEST FOLIO B		PAGE 001 OF 001	
CDE	DATE	REF.	DESCRIPTION	ID	CHARGES	CREDITS	BALANCE
00	07/13/98	717	ROOM	XAP	245.00		245.00
91	07/14/98		DIRECT BILL/C.L	KST		245.00	.00
00	07/14/98		C/O TIME 13:14	KST			



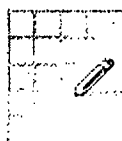
Jacquelyn J. Bennett
11/05/98 09:00:43 AM

.....

Record Type: Record

To: Katherine D. Kincaid/WHO/EOP
cc: JeAnne M. Hillyear-Hill/WHO/EOP, Huma M. Abedin/WHO/EOP
bcc:
Subject: Re: Question about a hotel bill

we are working on this and are staying in contact with the hotel as we go thru it, please discard your copy. thanks.
Katherine D. Kincaid



Katherine D. Kincaid
11/02/98 01:49:06 PM

Record Type: Record

To: Jacquelyn J. Bennett/WHO/EOP, JeAnne M. Hillyear-Hill/WHO/EOP
cc: Huma M. Abedin/WHO/EOP
bcc:
Subject: Re: Question about a hotel bill

I just got another bill from the Hilton Short Hills. It is dates 7/31/98 but was mailed Oct 26 and is past due. It says we should reply by Oct 30 and contact Christa Rohde the credit manager at 973-912-7985 if we have questions.

Can someone please call her today and let me know that you have connected with her as the bill is in my name? I

Thanks

Jacquelyn J. Bennett



Jacquelyn J. Bennett
09/28/98 11:21:50 AM

.....

Record Type: Record

To: Katherine D. Kincaid/WHO/EOP
cc: Huma M. Abedin/WHO/EOP

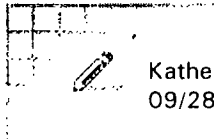
bcc:

Subject: Re: Question about a hotel bill 

JeAnne Hillyear-Hill from my office is currently working on this hotel bill. I will forward to her your e-mail. She made be getting in touch with you should she need further clarification from you on this ...

Jacki

Katherine D. Kincaid



Katherine D. Kincaid
09/28/98 11:17:34 AM

Record Type: Record

To: Huma M. Abedin/WHO/EOP, Jacquelyn J. Bennett/WHO/EOP

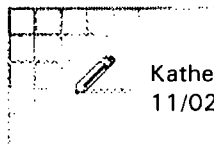
cc:

Subject: Question about a hotel bill

As I mentioned to you, Huma, I rec'd a bill from the Short Hills Hilton in NJ from our overnight there on the Treasures Tour July 13 for \$245. The bill is a little confusing because it lists a \$245 charge for the room and a \$245 credit described as "direct bill." It still says there is a bance of \$245 due, so I'm afraid a call needs to be made or a check sent.

Let me know if you want a copy of it sent to either of you. I will be departing Tues with FLOTUS for S America and would like to resolve this today if possible.

Thanks



Katherine D. Kincaid
11/02/98 01:49:06 PM

Record Type: Record

To: Jacquelyn J. Bennett/WHO/EOP, JeAnne M. Hillyear-Hill/WHO/EOP
cc: Huma M. Abedin/WHO/EOP
bcc: Records Management
Subject: Re: Question about a hotel bill

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Jacquelyn J. Bennett



Jacquelyn J. Bennett
09/28/98 11:21:50 AM

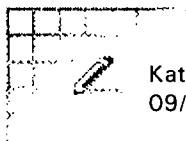
.....

Record Type: Record

To: Katherine D. Kincaid/WHO/EOP
cc: Huma M. Abedin/WHO/EOP
bcc:
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Jacki
Katherine D. Kincaid



Katherine D. Kincaid
09/28/98 11:17:34 AM

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Thanks

Hilton Short Hills



07/31/98
AA 03 31968

Page: 1

TO: WHITEHOUSE/SECRET SERVICE
ATTN: MISSY KINCAID
1600 PENNSYLVANIA AVENUE
WASHINGTON, DC 07078

07/14/98 KINCAID, MISSY #367296

245.00

245.00

TOTAL AMOUNT DUE ** Payment Past Due **

245.00

reply by October 30, 1998

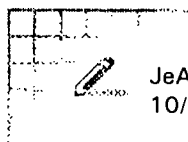
REMIT PAYMENT IMMEDIATELY

Please contact Christa Rohde, Credit Manager
at 973-912-7985 with any questions

*We have previously billed this invoice with the documentation to you.
We appreciate your business as well as your Prompt Payment. Thank you!*

41 John F. Kennedy Parkway, Short Hills, NJ 07078
Tel: +1 973 379 0100 Fax: +1 973 379 6870
Reservations: www.hilton.com or 1-800-HILTONS





JeAnne M. Hillyear-Hill
10/28/98 10:50:51 AM

Record Type: Record

To: Katherine D. Kincaid/WHO/EOP

cc:

Subject: Re: Question about a hotel bill 

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JeAnne (456 2502 / White House Operations)

Withdrawal/Redaction Marker

Clinton Library

DOCUMENT NO. AND TYPE	SUBJECT/TITLE	DATE	RESTRICTION
017. memo	From: Bureau of Finance and Management Policy to Katherine Kincaid re: Voucher No. 204390010 [partial] (1 page)	April 27, 1999	b(6)

COLLECTION:

Clinton Presidential Records
First Lady's Office
Missy Kincaid
OA/Box Number: 17303

FOLDER TITLE:

Travel Vouchers

2014-0301-S

sb83

RESTRICTION CODES

Presidential Records Act - [44 U.S.C. 2204(a)]

- P1 National Security Classified Information [(a)(1) of the PRA]
- P2 Relating to the appointment to Federal office [(a)(2) of the PRA]
- P3 Release would violate a Federal statute [(a)(3) of the PRA]
- P4 Release would disclose trade secrets or confidential commercial or financial information [(a)(4) of the PRA]
- P5 Release would disclose confidential advice between the President and his advisors, or between such advisors [(a)(5) of the PRA]
- P6 Release would constitute a clearly unwarranted invasion of personal privacy [(a)(6) of the PRA]

C. Closed in accordance with restrictions contained in donor's deed of gift.

PRM. Personal record misfile defined in accordance with 44 U.S.C. 2201(3).

RR. Document will be reviewed upon request.

Freedom of Information Act - [5 U.S.C. 552(b)]

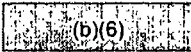
- b(1) National security classified information [(b)(1) of the FOIA]
- b(2) Release would disclose internal personnel rules and practices of an agency [(b)(2) of the FOIA]
- b(3) Release would violate a Federal statute [(b)(3) of the FOIA]
- b(4) Release would disclose trade secrets or confidential or financial information [(b)(4) of the FOIA]
- b(6) Release would constitute a clearly unwarranted invasion of personal privacy [(b)(6) of the FOIA]
- b(7) Release would disclose information compiled for law enforcement purposes [(b)(7) of the FOIA]
- b(8) Release would disclose information concerning the regulation of financial institutions [(b)(8) of the FOIA]
- b(9) Release would disclose geological or geophysical information concerning wells [(b)(9) of the FOIA]

FMP/F/DFS/FO/PD/EC

Bureau of Finance and
Management Policy
Office of Domestic
Financial Services
1800 North Kent Street
Arlington, VA 22209
SA-15, Room 8000
April 27, 1999

KATHERINE LEE KINCAID
4545 CONNECTICUT AVENUE NW
APT 634
WASHINGTON, DC 20008

RE: SSN#



Voucher Number: 2043900010

This is to inform you that a travel reimbursement payment for the above-referenced voucher has been issued to you by the Department of State. It should be received within 7 business days of the date of this letter. The payment amount of \$22.75 was sent by Electronic Funds Transfer (EFT) to the same account to which your net paycheck is deposited.

If you have any questions about this letter, please call the Travel Help Desk at (703)875-5896.

Withdrawal/Redaction Marker

Clinton Library

DOCUMENT NO. AND TYPE	SUBJECT/TITLE	DATE	RESTRICTION
018. form	Travel Authorization form, No. 2043900010 [partial] (1 page)	10/7/98	b(6)

COLLECTION:

Clinton Presidential Records
First Lady's Office
Missy Kincaid
OA/Box Number: 17303

FOLDER TITLE:

Travel Vouchers

2014-0301-S

sb83

RESTRICTION CODES

Presidential Records Act - [44 U.S.C. 2204(a)]

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1) NAME: Kincaid, Missy .

SSN:

(b)(6)

ADDR: 4545 Conneticut Avenue
 apt#634
 Washington, DC 20008

PHONE:

MAIL CD:

ORG: A/TSS

TITLE:

DUTY: Washington, DC

TZ: 6

SEC CLR:

RES: Washington, DC

CARD: TSS TRAVELER

HOURS: 8

Submitting Org A

2) AUTH NO:2043900010

DATE: 10/07/98

TYPE: FG-FOREIGN

3) TRAVEL PURPOSE: 8-SPECIAL

4) ITINERARY AND EXPENSES

DATE	DEPART/ARRIVE LOCATIONS	PDITEM RATE	LOCL MODE	DUTY MODE	EST COST	DESCRIPTION
10/10/98	D:Washington, DC					
10/10/98	A:SOFIA,BUL	159/54				
	:		AIR			Military
	:		MIL			MILITARY TRANSPORT
	:		CAB		100.00	TAXI
	:SOFIA,BUL					
10/12/98	A:PRAGUE,TCH	155/77				
	:PRAGUE,TCH					
10/13/98	A:Washington, DC					
	10/10/98 AUTHORIZED BUSINESS CALLS				50.00	
	10/11/98 ACTUALS: LODGING	239.00			MEALS 67.00	
	10/12/98 ACTUALS: LODGING	233.00			MEALS 96.00	

5) OTHER AUTHORIZATIONS

ACTUAL EXPENSES(1)
 AUTHORIZED BUSINESS CALLS
 OTHER EXPENSES

6)

	EST COST	ADV AMT
LODGING	631.00	0.00
M&IE	279.25	223.40
PHONE CALLS	50.00	0.00
TRANSPORT	100.00	0.00
TOTAL	1,060.25	223.40
ADVANCE AUTHORIZED		250.00

7) ACCOUNTING CLASSIFICATIONS

99 - 99/0113/2043/201020/6105/////

EST COST
 1,060.25

8) REMARKS

125% of M&IE authorized. Lodging provided at no cost to the traveler, use travel order fiscal data

(1) Actual expense reimbursement is authorized as shown.

9) AUTHORIZED BY

TITLE

DATE

INITIALS

DATE

Kent D. Smyth

10/7/98

MS

10/7/98