

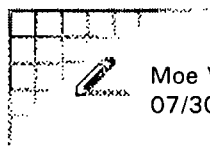
Ashley L. Raines

07/30/98 07:04:28 PM

Record Type: Record

To: Moe Vela/OVP @ OVP
cc: Donna L. Geisbert/OPD/EOP
Subject: Re: Travel to Nashville 

Sarah and Chris did not receive approval from WH counsel before traveling to accept payment for any expenses. OPD will have to pay for these expenses. The best thing to do would be for the hotel to credit the organization that paid for their bill and send the bill to me. How can we handle this billing problem?



Moe Vela @ OVP
07/30/98 05:00:15 PM

Record Type: Record

To: Donna L. Geisbert/OPD/EOP
cc: Ashley L. Raines/Oa/Eop
Subject: Re: Travel to Nashville 

you

Did Sara support the VP and Mrs. Gore on their trip to the family conference? If so, it was a non-federal source who paid for the expenses directly. If this, in fact, is the trip, I will confirm that they purchased her ticket as part of the VP staff package.

I believe they did

yes paid for by family conference source I think.

[illegible]

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DATE	TIME
19 _____	(Hour and am/pm)
(a)	(b)

Col. (c) If the voucher includes per diem allowances for members of employee's immediate family, show members' names, ages, and relationship to employee and marital status of children (unless information is shown on the travel authorization.)

**Complete
only
for
actual
expense
travel**

Col. (d) thru (g) } Show amount incurred for each meal, including tax and tips, and daily total meal cost.

(h) Show expenses, such as: laundry, cleaning and pressing of clothes, tips to bellboys, porters, etc. (other than for meals).

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(j) Show total subsistence expense incurred for actual expense travel.

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Complete this information if this is a continuation sheet.

PAGE _____
OF _____
PAGES _____

TRAVEL AUTHORIZATION NO.

TRAVELER'S LAST NAME

[illegible]

If additional space is required, continue on another SF 1012-A BACK, leaving the front blank.

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Enter grand total of columns (l), (m) and (n), below and in item 13 on the front of this form.

**TOTAL
AMOUNT
CLAIMED ▶**

[illegible]

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TRAVEL VOUCHER <i>(Read the Privacy Act Statement on the back)</i>		1. DEPARTMENT OR ESTABLISHMENT, BUREAU DIVISION OR OFFICE		2. TYPE OF TRAVEL ☐ TEMPORARY DUTY ☐ PERMANENT CHANGE OF STATION		3. VOUCHER NO.	
TRAVELER (PAYEE)		5. a. NAME (Last, first, middle initial)		b. SOCIAL SECURITY NO.		6. PERIOD OF TRAVEL a. FROM b. TO	
		c. MAILING ADDRESS (Include ZIP Code)		d. OFFICE TELEPHONE NO.		7. TRAVEL AUTHORIZATION a. NUMBER(S) b. DATE(S)	
		e. PRESENT DUTY STATION		f. RESIDENCE (City and State)		10. CHECK NO.	
		8. TRAVEL ADVANCE a. Outstanding b. Amount to be applied c. Amount due Government <i>(Attached: ☐ Check ☐ Cash)</i> d. Balance outstanding		9. CASH PAYMENT RECEIPT a. DATE RECEIVED b. AMOUNT RECEIVED \$ c. PAYEE'S SIGNATURE			
12. GOVERNMENT TRANSPORTATION REQUESTS, OR TRANSPORTATION TICKETS, IF PURCHASED WITH CASH <i>(List by number below and attach passenger coupon; if cash is used show claim on reverse side.)</i>		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)					
		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)
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				DATE		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 a. DIFFERENCES, IF ANY (Explain and show amount)			
APPROVING OFFICIAL SIGN HERE				DATE		\$	
15. LAST PRECEDING VOUCHER PAID UNDER SAME TRAVEL AUTHORIZATION a. VOUCHER NO. b. D.O. SYMBOL c. MONTH & YEAR				b. TOTAL VERIFIED CORRECT FOR CHARGE TO APPROPRIATION Certifier's initials: \$			
16. THIS VOUCHER IS CERTIFIED CORRECT AND PROPER FOR PAYMENT AUTHORIZED CERTIFYING OFFICIAL SIGN HERE				DATE		c. APPLIED TO TRAVEL ADVANCE (Appropriation symbol): \$	
18. ACCOUNTING CLASSIFICATION				d. NET TO TRAVELER		\$	

[illegible]

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