

Parking fee	1.00
POV National Airport to home, 12 miles @ .10	1.20
Per Diem, 1/2 day at \$16	8.00
TOTAL	<u>25.50</u>

Received from Lawrence R. Houston

One Hundred Dollars (\$100.00).

25 Apr 63



(b)(1)
(b)(3)

SECRET
(When Filled In)

REQUEST FOR ADVANCE OF FUNDS	NAME OF ADVANCEE Lawrence R. Houston	DATE 25 April 1963	AMOUNT \$100.00		VOUCHER NO. (Finance use only)							
	PAYABLE TO Lawrence R. Houston	ROOM 7D01	BUILDING Hq.	TELEPHONE EXT. 6111								
PURPOSE This request for advance of funds in the amount of \$100.00 will be advanced by Mr. Houston to a Project MOSES agent to be used for operational and travel and related expenses. The agent is to account to Mr. Houston for this advance.												
STATUS OF OUTSTANDING ADVANCES		I agree that I will fully account for this advance by submission of vouchers and refund of any unexpended balance to the reporting point stated and by the due date checked below. In the event of my failure to so account and refund any unexpended balance, I authorize deduction from my salary to effect settlement.										
DATE	AMOUNT	UNACCOUNTED BALANCE	REPORTING POINT	DUE DATE								
			FINANCE DIVISION - HEADQUARTERS									
				ON ARRIVAL AT DESTINATION ON OR ABOUT								
				MONTHLY - ON THE LAST WORKDAY OF EACH MONTH								
REQUESTING OFFICER		APPROVED		RECEIPT FOR FUNDS ADVANCED								
DATE 25 April 63	SIGNATURE Lawrence R. Houston	DATE 25 April 1963	SIGNATURE OF APPROVING OFFICER Lawrence R. Houston		I acknowledge receipt of funds in the amount stated hereunder to be used for the purpose stated and accounted for as shown above.							
I CERTIFY FUNDS ARE AVAILABLE		CERTIFIED FOR PAYMENT OR CREDIT		DATE 25 April 1963								
OBLIGATION REFERENCE NO. 18-63	CHARGE ALLOTMENT NO. 3117-0000-8000	AUTHORIZED CERTIFYING OFFICER		AMOUNT \$100.00								
DATE 25 April 1963	SIGNATURE <i>[Signature]</i>			SIGNATURE OF ADVANCEE Lawrence R. Houston	(b)(1) (b)(3)							
SPACE BELOW FOR EXCLUSIVE USE OF FINANCE DIVISION												
PREPARED BY <i>[Signature]</i>	DATE 4/25/63	REVIEWED BY		VOUCHER NO. 7-12								
DESCRIPTION-ALL OTHER ACCOUNTS 13-33		34-39 STATION CODE	40-42 EXPEND CODE	43 F U N D S	45-46 PAY PER-LIQ. CODE	47-52 OBLIG. REF. NO. ADVANCE ACCT. NO. EMP. NO.	53 CA YR	54-57 GENERAL LEDGER ACCT. NO.	58-67 ALLOT. OR COST ACCT. NO.	68-70 DUE DATE	71-80 AMOUNT	
DESCRIPTION-ADVANCE ACCOUNTS 13-27		28-33 T/A NO. P.O. NO. DIV.	PROP. NO. PROJECT NO.	IF Y					62-67 CK. NO. X REF. NO.	OBJECT CLASS	DEBIT CREDIT	
Ops Adv - MOSES AGT HOUSTON, LAWRENCE R.						00455	1441		18	053	100.00	100.00
TOTALS												

SECRET

SECRET

(When Filled In)

REQUEST FOR ADVANCE OF FUNDS	NAME OF ADVANCEE Lawrence R. Houston	DATE 25 April 1963	AMOUNT \$100.00		VOUCHER NO. (Finance use only)							
	PAYABLE TO Lawrence R. Houston	ROOM 7D01	BUILDING Hq.	TELEPHONE EXT. 6111								
PURPOSE This request for advance of funds in the amount of \$100.00 will be advanced by Mr. Houston to a Project MOSES agent to be used for operational and travel and related expenses. The agent is to account to Mr. Houston for this advance.												
STATUS OF OUTSTANDING ADVANCES		I agree that I will fully account for this advance by submission of vouchers and refund of any unexpended balance to the reporting point stated and by the due date checked below. In the event of my failure to so account and refund any unexpended balance, I authorize deduction from my salary to effect settlement.										
DATE	AMOUNT	UNACCOUNTED BALANCE	REPORTING POINT	DUE DATE								
			FINANCE DIVISION - HEADQUARTERS									
				ON ARRIVAL AT DESTINATION ON OR ABOUT								
				MONTHLY - ON THE LAST WORKDAY OF EACH MONTH								
REQUESTING OFFICER SIGNED Lawrence R. Houston			APPROVED SIGNED Lawrence R. Houston		RECEIPT FOR FUNDS ADVANCED							
DATE 25 April 63	SIGNATURE	DATE 25 April 1963	SIGNATURE OF APPROVING OFFICER		I acknowledge receipt of funds in the amount stated hereunder to be used for the purpose stated and accounted for as shown above.							
I CERTIFY FUNDS ARE AVAILABLE			Lawrence R. Houston		DATE 25 April 1963							
OBLIGATION REFERENCE NO. 18-63	CHARGE ALLOTMENT NO. 3117-0000-8000	CERTIFIED FOR PAYMENT OR CREDIT			AMOUNT \$100.00							
DATE 25 April 1963	SIGNATURE	DATE	AUTHORIZED CERTIFYING OFFICER		SIGNATURE OF ADVANCEE Lawrence R. Houston							
SPACE BELOW FOR EXCLUSIVE USE OF FINANCE DIVISION												
PREPARED BY <i>Lawrence R. Houston 4/25/63</i>	REVIEWED BY				VOUCHER NO. 7-12							
DESCRIPTION- ALL OTHER ACCOUNTS 13-33		34-39 STATION CODE	40-42 EXPEND CODE	43 F U N D S	45-46 PAY PER LIQ. CODE	47-52 OBLIG. REF. NO. ADVANCE ACCT. NO. EMP. NO.	53 CA YR	54-57 GENERAL LEDGER ACCT. NO.	58-67 ALLOT. OR COST ACCT. NO.	68-70 DUE DATE	71-80 AMOUNT	
DESCRIPTION- ADVANCE ACCOUNTS 13-27	28-33 T/A NO. P.O. NO. DIV.	PROP. NO. PROJECT NO.	IF Y	S					62-67 CK. NO. X REF. NO.	OBJECT CLASS	DEBIT	CREDIT
OPS ADV - MOSES HQT HOUSTON, Lawrence R.						00455	1441		18	053	100.00	100.00
TOTALS												

(b)(1)
(b)(3)

SECRET

DOMESTIC TRAVEL <small>(See instructions on reverse side)</small>		NAME OF TRAVELER [Redacted]		TRAVEL ORDER NO. Project MOSES 9-63			
OFFICIAL STATION Washington, D. C.		OFFICE OF ASSIGNMENT General Counsel		ESTIMATED COST OF TRAVEL \$50			
AUTHORIZATION							
YOU ARE AUTHORIZED TO TRAVEL BETWEEN THE FOLLOWING POINTS FOR THE PURPOSE STATED (See instruction #2) Washington, D. C., to New York City, New York, and return on official Agency business including authorization for operational expenses.							
\$16	DURATION OF TRAVEL		PROCURE TRANSPORTATION BY		APPROVAL FOR ADVANCE OF FUNDS		
	BEGIN 22 Apr 63	END 23 Apr 63	TRANSPORTATION REQUEST <input checked="" type="checkbox"/> YES CASH (For security reasons only) <input type="checkbox"/> NO		AMOUNT \$50	ACCOUNTING DUE DATE	
I CERTIFY FUNDS ARE AVAILABLE			DATE SIGNED 22 Apr 63	OBLIGATION REFERENCE NO. 17-63	CHARGE COST CENTER NO. 3117-0000-0000		
SIGNATURE OF B & F OFFICER <i>(Signature)</i>			SIGNATURE OF AUTHORIZING OFFICIAL Lawrence R. Houston, General Counsel		DATE SIGNED 22 Apr 63		
RECEIPT FOR ADVANCE OF FUNDS							
I ACKNOWLEDGE RECEIPT OF \$ \$50 TO BE ACCOUNTED FOR ON DUE DATE SPECIFIED			CERTIFIED FOR PAYMENT				
SIGNATURE OF ADVANCEE <i>(Signature)</i>			SIGNATURE OF AUTHORIZED CERTIFYING OFFICER		DATE		
VOUCHER							
TRANSPORTATION (Attach receipts, stubs and unused tickets)							
TRANSPORTATION REQUEST NUMBER	AGENTS VALUATION OF TICKET	NAME OF CARRIER (Initials)	MODE AND CLASS OF SERVICE	DATE ISSUED	POINTS OF TRAVEL		CASH PAID BY TRAVELER
					FROM	TO	
		EA	Shuttle	22 Apr	Washington	New York	15.00
		EA	NJ	22 Apr	New York	Washington	17.22
TOTAL							\$2.22
DATE	DETAIL OF ITINERARY AND DESCRIPTION OF EXPENSES						AMOUNT
22 April 1963	POV Langley to National Airport						1.20
	Lv. Washington, D. C., 4:00 p. m.						
	Arr. New York City, New York, 5:20 p. m.						
	Taxi from Airport to Foley Square						5.00
	Taxi from Foley Square to 60th Street						2.10
	Taxi from 60th Street to Foley Square						2.00
	Lv. New York City, New York, 11:50 p. m.						
23 April 1963	Arr. Washington, D. C., 1:10 a. m.						
	Taxi from Dulles Airport to home						6.45
	Per Diem, 3/4 day @ \$16						12.00
TOTAL							28.75
SUMMARY OF EXPENSES				TRAVELER'S CERTIFICATION			
TRANSPORTATION PAID BY TRAVELER		\$32.22		I CERTIFY THAT THIS VOUCHER AND ANY ATTACHMENTS ARE CORRECT AND JUST IN ALL RESPECTS, AND THAT PAYMENT OR CREDIT HAS NOT BEEN RECEIVED.			
PER DIEM AND OTHER		28.75					
TOTAL		60.97		DATE		SIGNATURE OF PAYEE	
LESS ADVANCE		50.00		22 APR 1963 (Signed)		[Redacted Signature]	
BALANCE DUE TRAVELER		10.97					
EXCESS ADVANCE TO BE REFUNDED							
INDICATE WHERE CHECK IS TO BE SENT OR EXTENSION OF TRAVELER. (See instruction #5) 7D07							

PAID
MAY 3 1963
53061982

INSTRUCTIONS

VOUCHER NO.

1. PREPARE IN ORIGINAL AND ONLY THOSE COPIES REQUIRED BELOW: (WHEN TRAVEL IS TO BE PERFORMED WITH VOUCHERED FUNDS, THE TRAVEL ORDER NUMBER WILL INCLUDE AN "XG" SUFFIX)

- ORIGINAL - (A) IF AN ADVANCE IS AUTHORIZED AND REQUIRED, THE ORIGINAL WILL BE USED TO DRAW THE ADVANCE FROM FINANCE OR FISCAL DIVISION, AS APPROPRIATE.
- (B) IF NO ADVANCE IS REQUIRED, THE ORIGINAL WILL BE USED TO CLAIM REIMBURSEMENT FOR TRAVEL EXPENSES.
- FIRST COPY - ORIGINATING OFFICE'S RECORD COPY.
- SECOND COPY - TO FINANCE OR FISCAL DIVISION, AS APPROPRIATE, FOR RECORD PURPOSES.
- IF THE ORIGINAL WAS USED TO DRAW AN ADVANCE, THE THIRD COPY WILL BE USED AS THE TRAVEL ACCOUNTING FOR THE ADVANCE.

2. A. FIRST-CLASS ACCOMMODATIONS ON COMMON CARRIERS OR USE OF POA NOT TO EXCEED COST BY COMMON CARRIER INCLUDING PER DIEM AND ALL EXPENSES ALLOWABLE UNDER AGENCY TRAVEL REGULATIONS WHEN NECESSARILY INCURRED IN PERFORMANCE OF TRAVEL ARE AUTHORIZED.

B. AUTHORIZATION, OR POST APPROVAL ON A SEPARATE SHEET ATTACHED, IS REQUIRED FROM INCURRING EXPENSES OF THE FOLLOWING: (1) EXTRA FARE PLANES AND TRAINS. (2) USE OF POA NOT TO EXCEED 12 CENTS PER MILE, (3) HIRE OF SPECIAL CONVEYANCES, (4) HIRE OF ROOM FOR OFFICIAL USE, (5) CHARGES FOR EXCESS BAGGAGE, (6) DOMESTIC TRAVEL ON ACTUAL EXPENSE BASIS NOT TO EXCEED \$30 PER DAY, (7) USE OF CONVEYANCE ON ACTUAL EXPENSE BASIS, (8) OTHER EXPENSES NOT NORMALLY RELATED TO TRAVEL NECESSARILY INCURRED FOR OFFICIAL PURPOSES.

3. WHEN TRANSPORTATION REQUESTS ARE USED, RECORD THE NUMBER OF EACH AND THE AGENT'S VALUATION OF THE TICKET IN THE COLUMNS PROVIDED, WITH NO AMOUNT ENTERED IN THE COLUMN HEADED "CASH PAID BY TRAVELER." USE THE LATTER COLUMN ONLY WHEN TRANSPORTATION IS PURCHASED WITH CASH, IN WHICH CASE THE COLUMNS HEADED "TRANSPORTATION REQUEST NUMBER" AND "AGENT'S VALUATION OF TICKET" WILL NOT BE USED.

4. ATTACH COPIES OF EACH TRANSPORTATION REQUEST ISSUED, IF ANY, RECEIPTS, AND ANY UNUSED TICKETS.

5. PAYMENT OF ANY BALANCE DUE TRAVELER SHALL BE MADE BY U. S. TREASURY CHECK UNLESS WRITTEN INSTRUCTIONS ARE ISSUED TO THE CONTRARY.

6. ANY UNUSED BALANCE OF AN ADVANCE SHALL BE REFUNDED BY ATTACHING THE TRAVELER'S PERSONAL CHECK OR A COPY OF A RECEIPT ISSUED BY THE DISBURSING OFFICE IN ACKNOWLEDGEMENT OF A REFUND IN CASH.

24 April 1963 FOR COMPTROLLER USE ONLY

TOTAL CLAIMED	\$ 60.97	CERTIFIED FOR PAYMENT OR CREDIT	
LESS ADJUSTMENTS	<i>Claimed per diem</i>	DATE	AUTHORIZED CERTIFYING OFFICE (b)(1)
<i>3/4 day @ 16.00 - One 1/2 day @ 16</i>	(4.00)		(b)(3)
NET APPROVED	56.97	DATE PAID	CHECK NUMBER
CREDIT TO ADVANCE	50.00	AMT. OF CASH	SIGNATURE OF PAYEE (Cash payment only)
NET TO PAYEE	6.97		

DESCRIPTION 13-33	40-42 EXPEND CODE	43 F U N D S	47-52 OBLIG. REF. NO. ADVANCE ACCT. NO.	54-57 GENERAL LEDGER ACCT. NO.	58-67 ALLOT. OR COST ACCT. NO.		68-70 DUE DATE	71-80 AMOUNT	
					62-67 CK. NO. X REF. NO.	OBJECT CLASS		DEBIT	CRE (b)(1) (b)(3)
	883	13	17	601.0	1700008	000	201	56.97	(b)(1) (b)(3)
70Y NY 22 APRIL			35457	144.1		9	053		50.00
									6.97
									(b)(1) (b)(3)
TOTALS								56.97	56.97

ACCOUNTING CLASSIFICATION (Appropriate symbol must be shown; other classification optional)

DOMESTIC TRAVEL <small>(See instructions on reverse side)</small>		NAME OF TRAVELER		TRAVEL ORDER NO.			
		OFFICIAL STATION		OFFICE OF ASSIGNMENT			
		Washington		General Counsel			
				Project MOSES 8-63			
				\$320 (b)(1)			
				(b)(3)			
AUTHORIZATION							
YOU ARE AUTHORIZED TO TRAVEL BETWEEN THE FOLLOWING POINTS FOR THE PURPOSE STATED (See instruction #2) Washington, D. C., to West Palm Beach, Florida, to Miami, Florida, to New York City, New York, and return on official Agency business including authorization for operational expenses.							
\$16	DURATION OF TRAVEL		PROCURE TRANSPORTATION BY		APPROVAL FOR ADVANCE OF FUNDS		
	BEGIN 18 Apr	END 22 Apr	TRANSPORTATION REQUEST <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		AMOUNT 320		
				ACCOUNTING DUE DATE			
				CASH (For security reasons only) <input type="checkbox"/> YES <input type="checkbox"/> NO			
I CERTIFY FUNDS ARE AVAILABLE		DATE SIGNED		OBLIGATION REFERENCE NO.			
SIGNATURE OF B & F OFFICER S/		18 Apr 63		16-63			
				CHARGE COST CENTER NO. (b)(1) 3117-0000-8000 (b)(3)			
				DATE SIGNED 18 April 63 (b)(1)			
				(b)(3)			
RECEIPT FOR ADVANCE OF FUNDS							
I ACKNOWLEDGE RECEIPT OF \$320 TO BE ACCOUNTED FOR ON DUE DATE SPECIFIED			CERTIFIED FOR PAYMENT				
SIGNATURE OF ADVANCEE			SIGNATURE OF AUTHORIZED CERTIFYING OFFICER		DATE		
VOUCHER							
TRANSPORTATION (Attach receipts, stubs and unused tickets)							
TRANSPORTATION REQUEST NUMBER	AGENTS VALUATION OF TICKET	NAME OF CARRIER (Initials)	MODE AND CLASS OF SERVICE	DATE ISSUED	POINTS OF TRAVEL		CASH PAID BY TRAVELER
					FROM	TO	
		**N	FX	18 Apr	Washington	West Palm Beach	220.98
		EA	Shuttle	22 Apr	New York	Washington	12.00
**Purchased tickets for self and two agents.							
TOTAL							\$232.98
DATE	DETAIL OF ITINERARY AND DESCRIPTION OF EXPENSES						AMOUNT
18 April	POV Langley to National Airport and return (with several stops along way), 37 miles @ .10 Lv. Washington, D. C., 6:45 p. m., Transportation furnished Arr. West Palm Beach, 9:45 p. m. Government transportation furnished to Miami, Florida						3.70
22 April	Lv. Homestead Air Force Base, 1:15 p. m. (Airplane costs for three non-Government agents on aircraft - \$10.00) Arr. Idlewild, 4:00 p. m. Lv. New York, New York, Eastern Airlines, 10:00 a. m. Arr. Washington, D. C., 11:25 p. m.						10.00
TOTAL							63.90
SUMMARY OF EXPENSES				TRAVELER'S CERTIFICATION			
TRANSPORTATION PAID BY TRAVELER		\$ 232.98		I CERTIFY THAT THIS VOUCHER AND ANY ATTACHMENTS ARE CORRECT AND JUST IN ALL RESPECTS, AND THAT PAYMENT OR CREDIT HAS NOT BEEN RECEIVED.			
PER DIEM AND OTHER		63.90					
		TOTAL		DATE		SIGNATURE OF PAYEE	
LESS ADVANCE		320.00		MAY 1963		/s/ [Signature]	
BALANCE DUE TRAVELER		23.12					
EXCESS ADVANCE TO BE REFUNDED		23.12					
INDICATE WHERE CHECK IS TO BE SENT OR EXTENSION OF TRAVELER. (See instruction #5)							

INSTRUCTIONS

VOUCHER NO.

1. PREPARE IN ORIGINAL AND ONLY THOSE COPIES REQUIRED BELOW: (WHEN TRAVEL IS TO BE PERFORMED WITH VOUCHERED FUNDS. THE TRAVEL ORDER NUMBER WILL INCLUDE AN "XG" SUFFIX)
 - ORIGINAL - (A) IF AN ADVANCE IS AUTHORIZED AND REQUIRED, THE ORIGINAL WILL BE USED TO DRAW THE ADVANCE FROM FINANCE OR FISCAL DIVISION, AS APPROPRIATE.
 - (B) IF NO ADVANCE IS REQUIRED, THE ORIGINAL WILL BE USED TO CLAIM REIMBURSEMENT FOR TRAVEL EXPENSES.
 - FIRST COPY - ORIGINATING OFFICE'S RECORD COPY.
 - SECOND COPY - TO FINANCE OR FISCAL DIVISION, AS APPROPRIATE, FOR RECORD PURPOSES.
 - IF THE ORIGINAL WAS USED TO DRAW AN ADVANCE, THE THIRD COPY WILL BE USED AS THE TRAVEL ACCOUNTING FOR THE ADVANCE.
2. A. FIRST-CLASS ACCOMMODATIONS ON COMMON CARRIERS OR USE OF POA NOT TO EXCEED COST BY COMMON CARRIER INCLUDING PER DIEM AND ALL EXPENSES ALLOWABLE UNDER AGENCY TRAVEL REGULATIONS WHEN NECESSARILY INCURRED IN PERFORMANCE OF TRAVEL ARE AUTHORIZED.
- B. AUTHORIZATION, OR POST APPROVAL ON A SEPARATE SHEET ATTACHED, IS REQUIRED FROM INCURRING EXPENSES OF THE FOLLOWING: (1) EXTRA FARE PLANES AND TRAINS, (2) USE OF POA NOT TO EXCEED 12 CENTS PER MILE, (3) HIRE OF SPECIAL CONVEYANCES, (4) HIRE OF ROOM FOR OFFICIAL USE, (5) CHARGES FOR EXCESS BAGGAGE, (6) DOMESTIC TRAVEL ON ACTUAL EXPENSE BASIS NOT TO EXCEED \$30 PER DAY, (7) USE OF CONVEYANCE ON ACTUAL EXPENSE BASIS, (8) OTHER EXPENSES NOT NORMALLY RELATED TO TRAVEL NECESSARILY INCURRED FOR OFFICIAL PURPOSES.
3. WHEN TRANSPORTATION REQUESTS ARE USED, RECORD THE NUMBER OF EACH AND THE AGENT'S VALUATION OF THE TICKET IN THE COLUMNS PROVIDED, WITH NO AMOUNT ENTERED IN THE COLUMN HEADED "CASH PAID BY TRAVELER." USE THE LATTER COLUMN ONLY WHEN TRANSPORTATION IS PURCHASED WITH CASH, IN WHICH CASE THE COLUMNS HEADED "TRANSPORTATION REQUEST NUMBER" AND "AGENT'S VALUATION OF TICKET" WILL NOT BE USED.
4. ATTACH COPIES OF EACH TRANSPORTATION REQUEST ISSUED, IF ANY, RECEIPTS, AND ANY UNUSED TICKETS.
5. PAYMENT OF ANY BALANCE DUE TRAVELER SHALL BE MADE BY U. S. TREASURY CHECK UNLESS WRITTEN INSTRUCTIONS ARE ISSUED TO THE CONTRARY.
6. ANY UNUSED BALANCE OF AN ADVANCE SHALL BE REFUNDED BY ATTACHING THE TRAVELER'S PERSONAL CHECK OR A COPY OF A RECEIPT ISSUED BY THE DISBURSING OFFICE IN ACKNOWLEDGEMENT OF A REFUND IN CASH.

FOR COMPTROLLER USE ONLY

TOTAL CLAIMED	\$	CERTIFIED FOR PAYMENT OR CREDIT	
LESS ADJUSTMENTS		DATE	AUTHORIZED CERTIFYING OFFICER
NET APPROVED	296.88	DATE PAID	CHECK NUMBER
CREDIT TO ADVANCE	296.88	AMT. OF CASH	SIGNATURE OF PAYEE (Cash payment only)
NET TO PAYEE	\$		

DESCRIPTION 13-33	40-42 EXPEND CODE	43 F U N D S	47-52 OBLIG. REF. NO. ADVANCE ACCT. NO.	54-57 GENERAL LEDGER ACCT. NO.	58-67 ALLOT. OR COST ACCT. NO.		68-70 DUE DATE	71-80 AMOUNT	
					62-67 CK. NO. X REF. NO.	OBJECT CLASS		DEBIT	CREDIT
									(b)(1)
									(b)(3)
TOY ADV FLA	88314		8 601.0	17-0000	8000	201	296.88		296.88
			057896	1441		8	053		
TOTALS									

ACCOUNTING CLASSIFICATION (Appropriate symbol must be shown; other classification optional)

2/14/63

(b)(1)
(b)(3)

Transportation home from National Airport	3.00
Per Diem, 3 1/4 days @ \$16, less 40% for Government quarters furnished (\$52.00 - \$20.80 = \$31.20) plus 1 day @ \$16, no Government quarters furnished	<u>47.20</u>
TOTAL	\$ 63.90

DOMESTIC TRAVEL <small>(See instructions on reverse side)</small>		NAME OF TRAVELER [REDACTED]		TRAVEL ORDER NO. Project MOSES 7-63			
OFFICIAL STATION Washington		OFFICE OF ASSIGNMENT General Counsel		ESTIMATED COST OF TRAVEL (b)(1) (b)(3)			
AUTHORIZATION							
YOU ARE AUTHORIZED TO TRAVEL BETWEEN THE FOLLOWING POINTS FOR THE PURPOSE STATED <small>(See instruction #2)</small> Washington, D. C. to New York, New York and return on official Agency business including authorization for operational expenses.							
PER DIEM \$16	DURATION OF TRAVEL		PROCURE TRANSPORTATION BY		APPROVAL FOR ADVANCE OF FUNDS		
	BEGIN 23 Mar	END 23 Mar 63	<input checked="" type="checkbox"/> TRANSPORTATION REQUEST	YES	AMOUNT		
			<input checked="" type="checkbox"/> CASH <small>(For security reasons only)</small>	NO	ACCOUNTING DUE DATE		
I CERTIFY FUNDS ARE AVAILABLE			DATE SIGNED 22 Mar 63	OBLIGATION REFERENCE NO. 15-63	CHARGE COST CENTER NO. 3117-0000-8000		
SIGNATURE OF B & F OFFICER [REDACTED]			SIGNATURE OF AUTHORIZING OFFICIAL Lv Lawrence R. Houston		DATE SIGNED 22 March 1963		
RECEIPT FOR ADVANCE OF FUNDS							
I ACKNOWLEDGE RECEIPT OF \$ _____ TO BE ACCOUNTED FOR ON DUE DATE SPECIFIED			CERTIFIED FOR PAYMENT				
SIGNATURE OF ADVANCEE			SIGNATURE OF AUTHORIZED CERTIFYING OFFICER		DATE		
VOUCHER							
TRANSPORTATION <small>(Attach receipts, stubs and unused tickets)</small>							
TRANSPORTATION REQUEST NUMBER	AGENTS VALUATION OF TICKET	NAME OF CARRIER <small>(Initials)</small>	MODE AND CLASS OF SERVICE	DATE ISSUED	POINTS OF TRAVEL		CASH PAID BY TRAVELER
					FROM	TO	
		EA	First Class	23 Mar	Washington	New York	18.85
		AA	Tourist	23 Mar	New York	Washington	16.12
TOTAL							\$ 34.97
DATE	DETAIL OF ITINERARY AND DESCRIPTION OF EXPENSES						AMOUNT
23 March	POV home to National Airport, 14 miles @ .10						1.40
	Lv. Washington, D. C., 10:05 a.m.						
	Arr. Newark, 11:20 a.m.						
	Bus fare from Newark to Westside Terminal						1.50
	Taxi from Westside Terminal to East 60th Street						1.00
	Taxi from Plaza to LaGuardia						5.00
	Lv. New York, 4:30 p.m.						
	Arr. Washington, D. C., 5:35 p.m.						
	Parking Fee, National Airport						.75
	POV National Airport to home, 16 miles @ .10						1.60
TOTAL							11.25
SUMMARY OF EXPENSES				TRAVELER'S CERTIFICATION			
TRANSPORTATION PAID BY TRAVELER		\$ 34.97		I CERTIFY THAT THIS VOUCHER AND ANY ATTACHMENTS ARE CORRECT AND JUST IN ALL RESPECTS, AND THAT PAYMENT OR CREDIT HAS NOT BEEN RECEIVED.			
PER DIEM AND OTHER		11.25					
TOTAL		46.22		DATE	SIGNATURE OF PAYEE		
LESS ADVANCE				16 APR 1963	/s/ [REDACTED]		
BALANCE DUE TRAVELER		46.22					
EXCESS ADVANCE TO BE REFUNDED							
INDICATE WHERE CHECK IS TO BE SENT OR EXTENSION OF TRAVELER. <small>(See instruction #5)</small>							
7D07							

INSTRUCTIONS

VOUCHER NO.

1. PREPARE IN ORIGINAL AND ONLY THOSE COPIES REQUIRED BELOW: (WHEN TRAVEL IS TO BE PERFORMED WITH VOUCHERED FUNDS, THE TRAVEL ORDER NUMBER WILL INCLUDE AN "XG" SUFFIX)

- ORIGINAL - (A) IF AN ADVANCE IS AUTHORIZED AND REQUIRED, THE ORIGINAL WILL BE USED TO DRAW THE ADVANCE FROM FINANCE OR FISCAL DIVISION, AS APPROPRIATE.
- (B) IF NO ADVANCE IS REQUIRED, THE ORIGINAL WILL BE USED TO CLAIM REIMBURSEMENT FOR TRAVEL EXPENSES.
- FIRST COPY - ORIGINATING OFFICE'S RECORD COPY.
- SECOND COPY - TO FINANCE OR FISCAL DIVISION, AS APPROPRIATE, FOR RECORD PURPOSES.
- IF THE ORIGINAL WAS USED TO DRAW AN ADVANCE, THE THIRD COPY WILL BE USED AS THE TRAVEL ACCOUNTING FOR THE ADVANCE.

- 2. A. FIRST-CLASS ACCOMMODATIONS ON COMMON CARRIERS OR USE OF POA NOT TO EXCEED COST BY COMMON CARRIER INCLUDING PER DIEM AND ALL EXPENSES ALLOWABLE UNDER AGENCY TRAVEL REGULATIONS WHEN NECESSARILY INCURRED IN PERFORMANCE OF TRAVEL ARE AUTHORIZED.
- B. AUTHORIZATION, OR POST APPROVAL ON A SEPARATE SHEET ATTACHED, IS REQUIRED FROM INCURRING EXPENSES OF THE FOLLOWING: (1) EXTRA FARE PLANES AND TRAINS, (2) USE OF POA NOT TO EXCEED 12 CENTS PER MILE, (3) HIRE OF SPECIAL CONVEYANCES, (4) HIRE OF ROOM FOR OFFICIAL USE, (5) CHARGES FOR EXCESS BAGGAGE, (6) DOMESTIC TRAVEL ON ACTUAL EXPENSE BASIS NOT TO EXCEED \$30 PER DAY, (7) USE OF CONVEYANCE ON ACTUAL EXPENSE BASIS, (8) OTHER EXPENSES NOT NORMALLY RELATED TO TRAVEL NECESSARILY INCURRED FOR OFFICIAL PURPOSES.
- 3. WHEN TRANSPORTATION REQUESTS ARE USED, RECORD THE NUMBER OF EACH AND THE AGENT'S VALUATION OF THE TICKET IN THE COLUMNS PROVIDED, WITH NO AMOUNT ENTERED IN THE COLUMN HEADED "CASH PAID BY TRAVELER." USE THE LATTER COLUMN ONLY WHEN TRANSPORTATION IS PURCHASED WITH CASH, IN WHICH CASE THE COLUMNS HEADED "TRANSPORTATION REQUEST NUMBER" AND "AGENT'S VALUATION OF TICKET" WILL NOT BE USED.
- 4. ATTACH COPIES OF EACH TRANSPORTATION REQUEST ISSUED, IF ANY, RECEIPTS, AND ANY UNUSED TICKETS.
- 5. PAYMENT OF ANY BALANCE DUE TRAVELER SHALL BE MADE BY U. S. TREASURY CHECK UNLESS WRITTEN INSTRUCTIONS ARE ISSUED TO THE CONTRARY.
- 6. ANY UNUSED BALANCE OF AN ADVANCE SHALL BE REFUNDED BY ATTACHING THE TRAVELER'S PERSONAL CHECK OR A COPY OF A RECEIPT ISSUED BY THE DISBURSING OFFICE IN ACKNOWLEDGEMENT OF A REFUND IN CASH.

FOR COMPTROLLER USE ONLY

TOTAL CLAIMED		\$		CERTIFIED FOR PAYMENT OR CREDIT					
LESS ADJUSTMENTS				DATE	AUTHORIZED CERTIFYING OFFICER				
NET APPROVED				DATE PAID	CHECK NUMBER				
CREDIT TO ADVANCE				AMT. OF CASH	SIGNATURE OF PAYEE (Cash payment only)				
NET TO PAYEE				\$					
DESCRIPTION 13-33	40-42	43	47-52	54-57	58-67		68-70	71-80	
	EXPEND CODE	FUND	OBLIG. REF. NO.	GENERAL LEDGER ACCT. NO.	ALLOT. OR COST ACCT. NO.	62-67 CK. NO. X REF. NO.	DUE DATE	DEBIT	CRE (b)(1) (b)(3)
	883	14	15	601.0	170000	8000	201	4622	(b)(1) (b)(3)
TDY NY 23 MAR			59896	144.1		15	043	4622	4622
									4622
									(b)(1) (b)(3)
									(b)(1) (b)(3)
TOTALS								98.44	98.44

ACCOUNTING CLASSIFICATION (Appropriate symbol must be shown; other classification optional)

Received from Lawrence R. Houston

Three Hundred and no/100 (\$300.00)

Dollars.

April 11, 1963
Date

[Redacted Signature]

(b)(1)
(b)(3)

SECRET
(When Filled In)

REQUEST FOR ADVANCE OF FUNDS	NAME OF ADVANCEE Lawrence R. Houston	DATE 11 April 1963	AMOUNT \$300.00		VOUCHER NO. (Finance use only)
	PAYABLE TO Lawrence R. Houston	ROOM 7D01	BUILDING Hqs.	TELEPHONE EXT. 6111	

PURPOSE

This request for advance of funds in the amount of \$300.00 will be advanced by Mr. Houston to a Project MOSES agent to be used for operational and travel and related expenses. The agent is to account to Mr. Houston for this advance.

STATUS OF OUTSTANDING ADVANCES

I agree that I will fully account for this advance by submission of vouchers and refund of any unexpended balance to the reporting point stated and by the due date checked below. In the event of my failure to so account and refund any unexpended balance, I authorize deduction from my salary to effect settlement.

DATE	AMOUNT	UNACCOUNTED BALANCE	REPORTING POINT	DUE DATE	✓
			FINANCE DIVISION - HEADQUARTERS		
				ON ARRIVAL AT DESTINATION ON OR ABOUT	
				MONTHLY - ON THE LAST WORKDAY OF EACH MONTH	

REQUESTING OFFICER		APPROVED		RECEIPT FOR FUNDS ADVANCED	
DATE 4/11/63	SIGNATURE Lawrence R. Houston <i>S/</i>	DATE 4/11/63	SIGNATURE OF APPROVING OFFICER Lawrence R. Houston <i>S/</i>	<i>I acknowledge receipt of funds in the amount stated hereunder to be used for the purpose stated and accounted for as shown above.</i>	
I CERTIFY FUNDS ARE AVAILABLE		CERTIFIED FOR PAYMENT OR CREDIT			
OBLIGATION REFERENCE NO. 14-63		CHARGE ALLOTMENT NO. 3117-0000-8000		SIGNATURE OF ADVANCEE Lawrence R. Houston <i>S/</i>	
DATE 4/11/63		SIGNATURE		(b)(1) (b)(3)	
DATE 4/11/63		SIGNATURE			

SPACE BELOW FOR EXCLUSIVE USE OF FINANCE DIVISION

PREPARED BY		REVIEWED BY		VOUCHER NO. 7-12									
				(b)(1) (b)(3)									
DESCRIPTION- ALL OTHER ACCOUNTS 13-33	28-33 T/A NO.	34-39 STATION CODE	40-42 EXPEND CODE	43 FUND S	45-46 PAY PER. LIQ. CODE	47-52 OBLIG. REF. NO. ADVANCE ACCT. NO. EMP. NO.	53 CA YR	54-57 GENERAL LEDGER ACCT. NO.	58-67 ALLOT. OR COST ACCT. NO.	62-67 CK. NO. X REF. NO.	68-70 DUE DATE	71-80 AMOUNT	
DESCRIPTION- ADVANCE ACCOUNTS 13-27	P.O. NO.	PROP. NO.									OBJECT CLASS	DEBIT	CREDIT
TOTALS													

SENDER WILL CHECK CLASSIFICATION TOP AND BOTTOM

UNCLASSIFIED

CONFIDENTIAL

SECRET

CENTRAL INTELLIGENCE AGENCY
OFFICIAL ROUTING SLIP

TO	NAME AND ADDRESS	DATE	INITIALS
1			
2	OGC		
3			
4			
5			
6			

(b)(1)
(b)(3)

<input type="checkbox"/>	ACTION	<input type="checkbox"/>	DIRECT REPLY	<input type="checkbox"/>	PREPARE REPLY
<input type="checkbox"/>	APPROVAL	<input type="checkbox"/>	DISPATCH	<input type="checkbox"/>	RECOMMENDATION
<input type="checkbox"/>	COMMENT	<input type="checkbox"/>	FILE	<input type="checkbox"/>	RETURN
<input type="checkbox"/>	CONCURRENCE	<input type="checkbox"/>	INFORMATION	<input type="checkbox"/>	SIGNATURE

Remarks:

*R. 20 ck. lead + given to
ZKlt on 4-24-63
mks*

FOLD HERE TO RETURN TO SENDER

FROM: NAME, ADDRESS AND PHONE NO.		DATE
<i>OTL/ 6E12</i>		<i>4/15/63</i>
<input type="checkbox"/>	UNCLASSIFIED	<input checked="" type="checkbox"/> SECRET
<input type="checkbox"/>	CONFIDENTIAL	

SECRET
(When Filled In)

REIMBURSEMENT VOUCHER FOR PURCHASES AND SERVICES OTHER THAN PERSONAL	NAME OF CLAIMANT Lawrence R. Houston	VOUCHER NO. (Finance use only)
	CHARGE TO ALLOTMENT OR PROJECT 3117-0000-8000	

REIMBURSEMENT OR PAYMENT IS CLAIMED FOR MATERIALS, SERVICES, OR OTHER EXPENDITURES ITEMIZED BELOW WHICH ARE PROPERLY CHARGEABLE TO THE ALLOTMENT OR PROJECT DESIGNATED.

DESCRIPTION OF EXPENDITURE - ATTACH RECEIPTS AND OTHER SUPPORTING DOCUMENTS	AMOUNT
<p>Long distance telephone calls on official business in connection with Project MOSES. Bill attached.</p> <div style="text-align: right; border: 1px solid black; padding: 5px; width: fit-content; margin: 0 auto;"> <p>APR 23 1963 52906839 MAIL APR 23 1963 MAIL</p> </div>	\$8.20

I CERTIFY THAT THIS VOUCHER AND ANY ATTACHMENTS ARE CORRECT, THE EXPENDITURES WERE INCURRED ON OFFICIAL BUSINESS OF A CONFIDENTIAL, EXTRAORDINARY, OR EMERGENCY NATURE; PAYMENT OR CREDIT HAS NOT BEEN RECEIVED, AND I SHALL NOT BE REIMBURSED FROM ANY OTHER SOURCE.

I CERTIFY FUNDS ARE AVAILABLE		APPROVED		DATE	SIGNATURE OF PAYEE
OBLIGATION REFERENCE NO. 13-63	CHARGE ALLOTMENT NO. 3117-0000-8000	DATE 4/11/63	SIGNATURE OF APPROVING OFFICER S/ Lawrence R. Houston	4/11/63	Lawrence R. Houston
DATE 4/11/63	SIGNATURE OF AUTHORIZING OFFICER S/	CERTIFIED FOR PAYMENT OR CREDIT		PAYMENT RECEIVED IN THE AMOUNT OF \$	(b)(1) (b)(3)
		DATE 4/16/63	SIGNATURE OF CERTIFYING OFFICER	DATE	SIGNATURE OF RECIPIENT

SPACE BELOW FOR EXCLUSIVE USE OF FINANCE DIVISION

REVIEWED BY	VOUCHER NO. 7-12
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DESCRIPTION-ALL OTHER ACCOUNTS 13-33	28-33 T/A NO.	34-39 STATION CODE	40-42 EXPEND CODE	43 FUNDS	45-46 PAY PER. LIQ. CODE	47-52 OBLIG. REF. NO. ADVANCE ACCOUNT NO. EMP. NO.	53 CA YR	54-57 GENERAL LEDGER ACCOUNT NO.	58-67 ALLOT. OR COST ACCT. NO.		68-70 DUE DATE	71-80 AMOUNT	
									62-67 CK. NO.	X REF. NO.		OB- JECT CLASS	DEBIT
<i>OPR Phone Calls</i>			<i>883</i>	<i>1</i>		<i>13</i>		<i>601.0</i>	<i>17-0000-8000</i>	<i>401</i>	<i>8.20</i>		
<i>HOUSTON L R</i>						<i>00455</i>		<i>144.1</i>		<i>13</i>	<i>043</i>	<i>8.20</i>	<i>8.20</i>
<i>HOUSTON L R</i>													<i>8.20</i>
TOTALS											<i>16.40</i>	<i>16.40</i>	

DOMESTIC TRAVEL <small>(See instructions on reverse side)</small>		NAME OF TRAVELER [REDACTED]		TRAVEL ORDER NO. Project MOSES 6-63			
OFFICIAL STATION Washington, D.C.		OFFICE OF ASSIGNMENT General Counsel		ESTIMATED COST OF TRAVEL \$ 80.00 (b)(1)			
AUTHORIZATION (b)(3)							
YOU ARE AUTHORIZED TO TRAVEL BETWEEN THE FOLLOWING POINTS FOR THE PURPOSE STATED (See instruction #2) Washington, D.C., to New York City, New York, and return on official Agency business including authorization for operational expenses.							
\$16	DURATION OF TRAVEL		PROCURE TRANSPORTATION BY		APPROVAL FOR ADVANCE OF FUNDS		
	BEGIN 10 Apr	END 11 Apr	<input checked="" type="checkbox"/> TRANSPORTATION REQUEST <input type="checkbox"/> CASH (For security reasons only)		AMOUNT \$50		
I CERTIFY FUNDS ARE AVAILABLE			DATE SIGNED	OBLIGATION REFERENCE NO.	CHARGE COST CENTER NO.		
SIGNATURE OF B & F OFFICER [REDACTED]			12-63	3117-0000-8000	(b)(1) (b)(3)		
SIGNATURE OF AUTHORIZING OFFICIAL Lawrence R. Houston, General Counsel			DATE SIGNED				
RECEIPT FOR ADVANCE OF FUNDS							
I ACKNOWLEDGE RECEIPT OF \$ 50 TO BE ACCOUNTED FOR ON DUE DATE SPECIFIED			CERTIFIED FOR PAYMENT				
SIGNATURE OF ADVANCEE			SIGNATURE OF AUTHORIZED CERTIFYING OFFICER				
VOUCHER							
TRANSPORTATION (Attach receipts, stubs and unused tickets)							
TRANSPORTATION REQUEST NUMBER	AGENTS VALUATION OF TICKET	NAME OF CARRIER (Initials)	MODE AND CLASS OF SERVICE	DATE ISSUED	POINTS OF TRAVEL		CASH PAID BY TRAVELER
					FROM	TO	
		AA	Tourist	10 Apr	Washington	New York	16.1
		AA	Tourist	11 Apr	New York	Washington	16.1
TOTAL							32.2
DATE	DETAIL OF ITINERARY AND DESCRIPTION OF EXPENSES						AMOUNT
10 April	POV Langley to Justice Department to National Airport, 15 miles @ .10						1.50
	Lv. Washington, D.C., 1:30 p.m.						
	Arr. New York, New York, 2:15 p.m.						
	Taxi to Williams Street						5.30
	Taxi from Prospect Park to LaGuardia						5.20
11 April	Lv. New York, New York, 1:15 a.m.						
	Arr. Washington, D.C., 2:10 a.m.						
	Parking fee						1.20
	POV to home, 12 miles @ .10						1.20
	Per Diem, 3/4 day @ \$16						12.00
TOTAL							26.50
SUMMARY OF EXPENSES				TRAVELER'S CERTIFICATION			
TRANSPORTATION PAID BY TRAVELER		\$ 32.24		I CERTIFY THAT THIS VOUCHER AND ANY ATTACHMENTS ARE CORRECT AND JUST IN ALL RESPECTS, AND THAT PAYMENT OR CREDIT HAS NOT BEEN RECEIVED.			
PER DIEM AND OTHER		26.55					
		TOTAL		DATE		SIGNATURE OF PAYEE	
LESS ADVANCE		58.79					
BALANCE DUE TRAVELER		50.00					
EXCESS ADVANCE TO BE REFUNDED		8.79					
INDICATE WHERE CHECK IS TO BE SENT OR EXTENSION OF TRAVELER. (See instruction #5)				7D07			

DOMESTIC TRAVEL <small>(See instructions on reverse side)</small>		NAME OF TRAVELER		TRAVEL ORDER NO.			
		OFFICIAL STATION		OFFICE OF ASSIGNMENT			
		Washington, D.C. General Counsel		Project MOSES 3-63			
				\$170.00 (b)(1)			
AUTHORIZATION YOU ARE AUTHORIZED TO TRAVEL BETWEEN THE FOLLOWING POINTS FOR THE PURPOSE STATED (See instruction #2) (b)(3)							
Washington, D.C., to Miami, Florida, and return on official Agency business including authorization for operational expenses.							
PER DIEM	DURATION OF TRAVEL		PROCURE TRANSPORTATION BY		APPROVAL FOR ADVANCE OF FUNDS		
\$16.00	BEGIN	END	TRANSPORTATION REQUEST		YES <input checked="" type="checkbox"/> AMOUNT NO <input type="checkbox"/> \$170		
	8 Apr 63 9 Apr 63		CASH (For security reasons only)				
I CERTIFY FUNDS ARE AVAILABLE		DATE SIGNED	OBLIGATION REFERENCE NO.		CHARGE COST CENTER NO.		
SIGNATURE OF B & F OFFICER		S/ 4/8/63	11-63		3117-0000-0000		
SIGNATURE OF AUTHORIZING OFFICIAL		DATE SIGNED		(b)(1)			
Lawrence R. Houston, General Counsel		S/ 4/8/63		4/8/63 (b)(3)			
RECEIPT FOR ADVANCE OF FUNDS							
I ACKNOWLEDGE RECEIPT OF \$ 170 TO BE ACCOUNTED FOR ON DUE DATE SPECIFIED			CERTIFIED FOR PAYMENT				
SIGNATURE OF ADVANCEE			SIGNATURE OF AUTHORIZED CERTIFYING OFFICER		DATE		
VOUCHER TRANSPORTATION (Attach receipts, stubs and unused tickets)							
TRANSPORTATION REQUEST NUMBER	AGENTS VALUATION OF TICKET	NAME OF CARRIER (Initials)	MODE AND CLASS OF SERVICE	DATE ISSUED	POINTS OF TRAVEL		CASH PAID BY TRAVELER
					FROM	TO	
		NA	Tourist	8 Apr	Washington	Miami	112.77
Received cash refund for \$56.39							
TOTAL							\$ 56.38
DATE	DETAIL OF ITINERARY AND DESCRIPTION OF EXPENSES						AMOUNT
8 April	POV Langley to National Airport						1.20
	Lv. Washington, D.C., 6:45 p.m.						
	Arr. Miami, Florida, 10:05 p.m.						
	Tolls						.35
9 April	Lv. Miami, Florida, 6:00 p.m.						
	Arr. New York, New York, 8:15 p.m.						
	Lv. New York, New York, 10:10 p.m., Government transportation (b)(1)						
	Arr. Andrews Air Force Base, 10:45 p.m. (b)(3)						
	Parking fee, National Airport						3.50
	POV National Airport to [redacted] then home,						
	15 miles @ .10						1.50
	Per diem 1 and 1/4 day @ \$16 (\$20 less 40% for Government quarters furnished)						12.00
TOTAL							18.55
SUMMARY OF EXPENSES			TRAVELER'S CERTIFICATION				
TRANSPORTATION PAID BY TRAVELER		\$ 56.38	I CERTIFY THAT THIS VOUCHER AND ANY ATTACHMENTS ARE CORRECT AND JUST IN ALL RESPECTS, AND THAT PAYMENT OR CREDIT HAS NOT BEEN RECEIVED.				
PER DIEM AND OTHER		18.55					
TOTAL		74.93	DATE	SIGNATURE OF PAYEE			
LESS ADVANCE		170.00	APR 1963	/s/ [redacted]			
BALANCE DUE TRAVELER		95.07					
EXCESS ADVANCE TO BE REFUNDED		95.07					
INDICATE WHERE CHECK IS TO BE SENT OR EXTENSION OF TRAVELER. (See instruction #5)		7D07					

DOMESTIC TRAVEL <small>(See instructions on reverse side)</small>		NAME OF TRAVELER		TRAVEL ORDER NO.		
		OFFICIAL STATION Washington, D. C.		OFFICE OF ASSIGNMENT General Counsel		
				Project MOSES 4-63		
				ESTIMATED COST OF TRAVEL \$350		
AUTHORIZATION						
YOU ARE AUTHORIZED TO TRAVEL BETWEEN THE FOLLOWING POINTS FOR THE PURPOSE STATED <small>(See instruction #2)</small> (b)(1) (b)(3)						
Washington, D. C., to Miami, Florida, and return on official Agency business including authorization for operational expenses.						
PER DIEM	DURATION OF TRAVEL		PROCURE TRANSPORTATION BY		APPROVAL FOR ADVANCE OF FUNDS	
\$16	BEGIN	END	TRANSPORTATION REQUEST		<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
	8 April 63		CASH <small>(For security reasons only)</small>			AMOUNT \$350
I CERTIFY FUNDS ARE AVAILABLE		DATE SIGNED	OBLIGATION REFERENCE NO.		CHARGE COST CENTER NO.	
SIGNATURE OF B & F OFFICER <i>S/</i>		<i>4/4/63</i>	10-63		3117-0000-8000 (b)(1) (b)(3)	
SIGNATURE OF AUTHORIZING OFFICIAL <i>S/</i>		<i>4/4/63</i>			DATE SIGNED <i>4/4/63</i> (b)(3)	
Lawrence R. Houston, General Counsel						
I ACKNOWLEDGE RECEIPT OF \$350 TO BE ACCOUNTED FOR ON DUE DATE SPECIFIED			RECEIPT FOR ADVANCE OF FUNDS			
SIGNATURE OF ADVANCEE			CERTIFIED FOR PAYMENT		DATE	
			SIGNATURE OF AUTHORIZED CERTIFYING OFFICER			
VOUCHER						
TRANSPORTATION <small>(Attach receipts, stubs and unused tickets)</small>						
TRANSPORTATION REQUEST NUMBER	AGENTS VALUATION OF TICKET	NAME OF CARRIER <small>(Initials)</small>	MODE AND CLASS OF SERVICE	DATE ISSUED	POINTS OF TRAVEL FROM TO	CASH PAID BY TRAVELER
		EE	Tourist	4 Apr	Washington, Miami	259.14
(Purchased two tickets for self and agent) Received cash refund for \$64.79						
					APR 5 1963	
					TOTAL	\$194.39
DATE	DETAIL OF ITINERARY AND DESCRIPTION OF EXPENSES				AMOUNT	
5 April	Limousine from Bethesda Motor Hotel to Friendship for self and agent (name on file in OGC)				7.00	
	Lv. Washington, D. C., 9:30 a. m.					
	Arr. Miami, Florida, 11:45 a. m.					
	Tolls				1.00	
7 April	Lv. Miami, Florida, 3:15 p. m.					
	Arr. Washington, D. C., 5:30 p. m.					
	POV home to Dulles Airport and return, 50 miles @ .10				5.00	
	Per diem, 2 and 1/2 days @ \$16 (\$40 less 40% for Government quarters furnished)				24.00	
TOTAL						
SUMMARY OF EXPENSES			TRAVELER'S CERTIFICATION			
TRANSPORTATION PAID BY TRAVELER		\$ 194.39	I CERTIFY THAT THIS VOUCHER AND ANY ATTACHMENTS ARE CORRECT AND JUST IN ALL RESPECTS, AND THAT PAYMENT OR CREDIT HAS NOT BEEN RECEIVED.			
PER DIEM AND OTHER		37.00				
TOTAL		231.39	DATE	SIGNATURE OF PAYEE		
LESS ADVANCE		350.00	13 JUN 1963			
BALANCE DUE TRAVELER			<i>/s/</i> 			
EXCESS ADVANCE TO BE REFUNDED		118.61				(b)(1) (b)(3)
INDICATE WHERE CHECK IS TO BE SENT OR EXTENSION OF TRAVELER. <small>(See instruction #5)</small>						
7D07						

INSTRUCTIONS

VOUCHER NO.

1. PREPARE IN ORIGINAL AND ONLY THOSE COPIES REQUIRED BELOW: (WHEN TRAVEL IS TO BE PERFORMED WITH VOUCHERED FUNDS, THE TRAVEL ORDER NUMBER WILL INCLUDE AN "XG" SUFFIX)

- ORIGINAL - (A) IF AN ADVANCE IS AUTHORIZED AND REQUIRED, THE ORIGINAL WILL BE USED TO DRAW THE ADVANCE FROM FINANCE OR FISCAL DIVISION, AS APPROPRIATE.
- (B) IF NO ADVANCE IS REQUIRED, THE ORIGINAL WILL BE USED TO CLAIM REIMBURSEMENT FOR TRAVEL EXPENSES.
- FIRST COPY - ORIGINATING OFFICE'S RECORD COPY.
- SECOND COPY - TO FINANCE OR FISCAL DIVISION, AS APPROPRIATE, FOR RECORD PURPOSES.
- IF THE ORIGINAL WAS USED TO DRAW AN ADVANCE, THE THIRD COPY WILL BE USED AS THE TRAVEL ACCOUNTING FOR THE ADVANCE.

2. A. FIRST-CLASS ACCOMMODATIONS ON COMMON CARRIERS OR USE OF POA NOT TO EXCEED COST BY COMMON CARRIER INCLUDING PER DIEM AND ALL EXPENSES ALLOWABLE UNDER AGENCY TRAVEL REGULATIONS WHEN NECESSARILY INCURRED IN PERFORMANCE OF TRAVEL ARE AUTHORIZED.

B. AUTHORIZATION, OR POST APPROVAL ON A SEPARATE SHEET ATTACHED, IS REQUIRED FROM INCURRING EXPENSES OF THE FOLLOWING: (1) EXTRA FARE PLANES AND TRAINS, (2) USE OF POA NOT TO EXCEED 12 CENTS PER MILE, (3) HIRE OF SPECIAL CONVEYANCES, (4) HIRE OF ROOM FOR OFFICIAL USE, (5) CHARGES FOR EXCESS BAGGAGE, (6) DOMESTIC TRAVEL ON ACTUAL EXPENSE BASIS NOT TO EXCEED \$30 PER DAY, (7) USE OF CONVEYANCE ON ACTUAL EXPENSE BASIS, (8) OTHER EXPENSES NOT NORMALLY RELATED TO TRAVEL NECESSARILY INCURRED FOR OFFICIAL PURPOSES.

3. WHEN TRANSPORTATION REQUESTS ARE USED, RECORD THE NUMBER OF EACH AND THE AGENT'S VALUATION OF THE TICKET IN THE COLUMNS PROVIDED, WITH NO AMOUNT ENTERED IN THE COLUMN HEADED "CASH PAID BY TRAVELER." USE THE LATTER COLUMN ONLY WHEN TRANSPORTATION IS PURCHASED WITH CASH, IN WHICH CASE THE COLUMNS HEADED "TRANSPORTATION REQUEST NUMBER" AND "AGENT'S VALUATION OF TICKET" WILL NOT BE USED.

4. ATTACH COPIES OF EACH TRANSPORTATION REQUEST ISSUED, IF ANY, RECEIPTS, AND ANY UNUSED TICKETS.

PAYMENT OF ANY BALANCE DUE TRAVELER SHALL BE MADE BY U. S. TREASURY CHECK UNLESS WRITTEN INSTRUCTIONS ARE IS- TO THE CONTRARY.

6. ANY UNUSED BALANCE OF AN ADVANCE SHALL BE REFUNDED BY ATTACHING THE TRAVELER'S PERSONAL CHECK OR A COPY OF A RECEIPT ISSUED BY THE DISBURSING OFFICE IN ACKNOWLEDGEMENT OF A REFUND IN CASH.

FOR COMPTROLLER USE ONLY

TOTAL CLAIMED	\$ 231.39	CERTIFIED FOR PAYMENT OR CREDIT	
LESS ADJUSTMENTS		DATE	AUTHORIZED CERTIFYING OFFICER
		DATE PAID	CHECK NUMBER
NET APPROVED	231.39	AMT. OF CASH	SIGNATURE OF PAYEE (Cash payment only)
CREDIT TO ADVANCE	231.39		
NET TO PAYEE		\$	(b)(1)

DESCRIPTION 13-33	40-42 EXPEND CODE	43 F U N D S	47-52 OBLIG. REF. NO. ADVANCE ACCT. NO.	54-57 GENERAL LEDGER ACCT. NO.	58-67	68-70	71-8	
					ALLOT. OR COST ACCT. NO.	DUE DATE	AMOUNT	
					62-67 CK. NO. X REF. NO.	OBJECT CLASS	DEBIT	CREDIT
	88	3	4	601.0	17-1000-8000	201	231.39	
TD4 1/5-4A			59896	144.1		4 053		231.39
TOTALS							231.39	231.39

ACCOUNTING CLASSIFICATION (Appropriate symbol must be shown; other classification optional)

RECEIPT

No. 14806

DATE 14 June 1963 THIS WILL ACKNOWLEDGE RECEIPT OF \$ 118.61

One Hundred Eighteen and ⁶¹/₁₀₀

DOLLARS
54 G. L. 57
1010

FROM [Redacted]

(b)(1)
(b)(3)

FOR MOR 10-63

27 OFFICIAL SIGNATURE [Redacted]

13	DESCRIPTION										27	OFFICIAL SIGNATURE					80		
28	33	34	39	40	42	45	46	47	52	53	54	57	59	62	67	68	70	71	80
											144.1								(b)(1) (b)(3)

FORM 8-58 102 USE PREVIOUS EDITIONS

(33)

DOMESTIC TRAVEL <small>(See instructions on reverse side)</small>		NAME OF TRAVELER [Redacted]		TRAVEL ORDER NO. Project MOBILE 4-63			
OFFICIAL STATION Washington, D. C.		OFFICE OF ASSIGNMENT General Counsel		ESTIMATED COST OF TRAVEL \$316			
AUTHORIZATION							
YOU ARE AUTHORIZED TO TRAVEL BETWEEN THE FOLLOWING POINTS FOR THE PURPOSE STATED (See instruction #3) (b)(1) (b)(3)							
Washington, D. C., to Miami, Florida, and return on official Agency business including contribution for operational expenses.							
PER DIEM \$16	DURATION OF TRAVEL BEGIN 3 April 63	PROCURE TRANSPORTATION BY TRANSPORTATION REQUEST none (For security reasons only)		APPROVAL FOR ADVANCE OF FUNDS YES \$300			
I CERTIFY FUNDS ARE AVAILABLE		DATE SIGNED 4/4/63	OBLIGATION REFERENCE NO. 10-48		CHARGE COST CENTER NO. 3117-0000-0000		
SIGNATURE OF S & F OFFICER [Signature]		DATE SIGNED 4/4/63		CHARGE COST CENTER NO.			
VOUCHER							
TRANSPORTATION (Attach receipts, stubs and unused tickets)							
TRANSPORTATION REQUEST NUMBER	AGENTS VALUATION OF TICKET	NAME OF CARRIER (Initials)	MODE AND CLASS OF SERVICE	DATE ISSUED	POINTS OF TRAVEL		CASH PAID BY TRAVELER
					FROM	TO	
		EE	Tourist	4 Apr	Washington	Miami	259.14
(Purchased two tickets for self and agent) Received cash refund for \$66.79							
DATE	DETAIL OF ITINERARY AND DESCRIPTION OF EXPENSES						TOTAL
3 April	Limousine from Bethesda Motor Hotel to Friendship for self and agent (name on file in OGC)						7.00
	Lv. Washington, D. C., 9:30 a.m.						
	Arr. Miami, Florida, 11:45 a.m.						
	Tolls						1.00
7 April	Lv. Miami, Florida, 3:15 p.m.						
	Arr. Washington, D. C., 5:30 p.m.						
	POV home to Dulles Airport and return, 50 miles @ .10						5.00
	Per diem, 2 and 1/2 days @ \$16 (\$40 less 40% for Government quarters furnished)						24.00
SUMMARY OF EXPENSES						TOTAL	
TRANSPORTATION PAID BY TRAVELER		194.39		TRAVELER'S CERTIFICATION I CERTIFY THAT THIS VOUCHER AND ANY ATTACHMENTS ARE CORRECT AND JUST IN ALL RESPECTS, AND THAT PAYMENT OR CREDIT HAS NOT BEEN RECEIVED.			
PER DIEM AND OTHER		37.00					
TOTAL		231.39		DATE	SIGNATURE OF PAYEE		
LESS ADVANCE		330.00		19 JUN 1963	/s/ [Redacted] (b)(1) (b)(3)		
BALANCE DUE TRAVELER		118.61					
EXCESS ADVANCE TO BE REFUNDED		118.61					
INDICATE WHERE CHECK IS TO BE SENT OR EXTENSION OF TRAVELER. (See instruction #5) TD07							

SECRET
(When Filled In)

REQUEST FOR ADVANCE OF FUNDS	NAME OF ADVANCEE Lawrence R. Houston		DATE 4 April 1963		AMOUNT \$300.00		VOUCHER NO. (Finance use only)																			
	PAYABLE TO Lawrence R. Houston		ROOM 7D01	BUILDING Hq.	TELEPHONE EXT. 6111																					
PURPOSE This request for advance of funds in the amount of \$300.00 will be advanced by Mr. Houston to a Project MOSES agent to be used for operational and travel and related expenses. The agent is to account to Mr Houston for this advance.																										
STATUS OF OUTSTANDING ADVANCES			I agree that I will fully account for this advance by submission of vouchers and refund of any unexpended balance to the reporting point stated and by the due date checked below. In the event of my failure to so account and refund any unexpended balance, I authorize deduction from my salary to effect settlement.																							
DATE	AMOUNT	UNACCOUNTED BALANCE	REPORTING POINT				DUE DATE		✓																	
			FINANCE DIVISION - HEADQUARTERS				ON ARRIVAL AT DESTINATION ON OR ABOUT																			
							MONTHLY - ON THE LAST WORKDAY OF EACH MONTH																			
REQUESTING OFFICER			APPROVED			RECEIPT FOR FUNDS ADVANCED																				
DATE 4/4/63	SIGNATURE Lawrence R. Houston		DATE 4/4/63	SIGNATURE OF APPROVING OFFICER S/ Lawrence R. Houston		I acknowledge receipt of funds in the amount stated hereunder to be used for the purpose stated and accounted for shown above.																				
I CERTIFY FUNDS ARE AVAILABLE			CERTIFIED FOR PAYMENT OR CREDIT			DATE 4/4/63	AMOUNT \$300.00																			
OBLIGATION REFERENCE NO. 9-63		CHARGE ALLOTMENT NO. 3117-0000-8000		DATE		SIGNATURE OF ADVANCEE S/ Lawrence R. Houston (b)(1) Lawrence R. Houston (b)(3)																				
DATE 4/4/63	SIGNATURE																									
SPACE BELOW FOR EXCLUSIVE USE OF FINANCE DIVISION																										
PREPARED BY			REVIEWED BY				VOUCHER NO. 7-12																			
DESCRIPTION* ALL OTHER ACCOUNTS 13-33			28-33 T/A NO.		34-39 STATION CODE		40-42 EXPEND CODE		43 F U N D S		45-46 PAY PER LIQ CODE		47-52 OBLIG. REF. NO. ADVANCE ACCT. NO. EMP. NO.		53 CA YR		54-57 GENERAL LEDGER ACCT. NO.		58-67 ALLOT. OR COST ACCT. NO.		62-67 CK. NO. X REF. NO.		68-70 DUE DATE		71-80 AMOUNT	
DESCRIPTION* ADVANCE ACCOUNTS 13-27			P.O. NO.		PROP. NO.		PROJECT NO.		FY																	
OPS EXP MOSES													455		144.1						9		053		300 00	
HOUSTON, L R.																									300 00	
TOTALS																										

SECRET
(When Filled In)

REQUEST FOR ADVANCE OF FUNDS	NAME OF ADVANCEE Lawrence R. Houston	DATE 4 April 1963	AMOUNT \$300.00	VOUCHER NO. (Finance use only)									
	PAYABLE TO Lawrence R. Houston	ROOM 7D01	BUILDING Hq.	TELEPHONE EXT. 6111									
PURPOSE This request for advance of funds in the amount of \$300.00 will be advanced by Mr. Houston to a Project MOSES agent to be used for operational and travel and related expenses. The agent is to account to Mr Houston for this advance.													
STATUS OF OUTSTANDING ADVANCES			<i>I agree that I will fully account for this advance by submission of vouchers and refund of any unexpended balance to the reporting point stated and by the due date checked below. In the event of my failure to so account and refund any unexpended balance, I authorize deduction from my salary to effect settlement.</i>										
DATE	AMOUNT	UNACCOUNTED BALANCE	REPORTING POINT	DUE DATE									
			FINANCE DIVISION - HEADQUARTERS										
				ON ARRIVAL AT DESTINATION ON OR ABOUT									
				MONTHLY - ON THE LAST WORKDAY OF EACH MONTH									
REQUESTING OFFICER			APPROVED		RECEIPT FOR FUNDS ADVANCED								
DATE 4/4/63	SIGNATURE Lawrence R. Houston	I CERTIFY FUNDS ARE AVAILABLE	DATE 4/4/63	SIGNATURE OF APPROVING OFFICER S/ Lawrence R. Houston	<i>I acknowledge receipt of funds in the amount stated hereunder to be used for the purpose stated and accounted for as shown above.</i>								
OBLIGATION REFERENCE NO. 9-63	CHARGE ALLOTMENT NO. 3117-0000-8000		CERTIFIED FOR PAYMENT OR CREDIT		DATE 4/4/63								
DATE 4/4/63	SIGNATURE SIGNED		DATE	AUTHORIZED CERTIFYING OFFICER S/ Lawrence R. Houston	AMOUNT \$300.00								
SPACE BELOW FOR EXCLUSIVE USE OF FINANCE DIVISION													
PREPARED BY			REVIEWED BY		VOUCHER NO. 7-12								
DESCRIPTION-ALL OTHER ACCOUNTS 13-33		28-33 T/A NO.	34-39 STATION CODE	40-42 EXPEND CODE	43 F U N D S	45-46 PAY PER LIQ. CODE	47-52 OBLIG. REF. NO. ADVANCE ACCT. NO. EMP. NO.	53 CA YR	54-57 GENERAL LEDGER ACCT. NO.	58-67 ALLOT. OR COST ACCT. NO.	62-67 CK. NO. X REF. NO.	68-70 DUE DATE	71-80 AMOUNT
DESCRIPTION-ADVANCE ACCOUNTS 13-27		P.O. NO.	PROP. NO.								OBJECT CLASS	DEBIT	CREDIT
TOTALS													

(b)(1)
(b)(3)

*again
8-63
9-63*

Received from



(b)(1)
(b)(3)

Three Hundred Eighty and no/100 Dollars

(\$380.00).

4 April 1963
Date



(b)(1)
(b)(3)

Received from _____

Three Hundred Eighty and no/100 Dollars

(\$380.00).

Date

SECRET
(When Filled In)

ACCOUNTING BY INDIVIDUAL FOR ADVANCE		SUBMITTED BY				VOUCHER NO. (Finance use only)																	
		[Redacted] Project MOSES				(b)(1) (b)(3)																	
NOTE: Follow Instructions on Reverse		FROM		TO																			
		1 March 1963		3 April 1963																			
RECEIPTS					DISBURSEMENTS																		
1. CASH ON HAND BEGINNING OF PERIOD					3. VOUCHER NUMBER	DATE	DESCRIPTION		AMOUNT														
									\$														
1a. RECEIPT NUMBER																							
2. DATE																							
DESCRIPTION																							
V317781					Hq-L. R. Houston																		
					3,000.00																		
V334394					NYC-00C-[Redacted]																		
					800.00																		
					3,800.00																		
Previously accounted for					3,315.18																		
					TOTAL EXPENSES																		
					\$ 419.33																		
					3a.																		
					4. REFUNDED HEREWITH		CASH	CHECK	MONEY ORDER														
										65.49													
5. CASH ON HAND END OF PERIOD																							
TOTAL TO ACCOUNT FOR					TOTAL ACCOUNTED FOR																		
\$ 464.82					\$ 464.82																		
I CERTIFY FUNDS ARE AVAILABLE					APPROVED																		
OBLIGATION REFERENCE NO.		CHARGE ALLOTMENT NO.		DATE	SIGNATURE OF APPROVING OFFICER			I certify that the expenditures listed hereon and on any attachments were incurred for official purposes of a confidential nature, that payment or credit therefor has not been received, and that this accounting is true and correct.															
8-63		117-000-6000		4/3/63	Lawrence F. Houston																		
DATE		SIGNATURE OF AUTHORIZING OFFICER		CERTIFIED FOR PAYMENT OR CASH		SIGNATURE OF PAYEE																	
4/3/63		S/																					
DATE					SIGNATURE OF CERTIFYING OFFICER																		
SPACE BELOW FOR EXCLUSIVE USE OF FINANCE DIVISION																							
PREPARED BY				REVIEWED BY				VOUCHER NO. 7-12															
DESCRIPTION - ALL OTHER ACCOUNTS 13-33		28-33 T/A NO.		34-39 STATION CODE		40-42 EXPEND CODE		45-46 PAY PER. L.Q. CODE		47-52 OBLIG. REF. NO. ADVANCE ACCT. NO. EMP. NO.		53 CA YR		54-57 GENERAL LEDGER ACCT. NO.		59-67 ALLOT. LEDGER ACCT. NO.		62-67 CK. NO. X REF. NO.		68-70 DUE DATE		71-80 AMOUNT	
DESCRIPTION - ADVANCE ACCOUNTS 13-27		PUR. ORDER NO.		PROP. NO.		FY		CODE		CODE		ACCT. NO.		ACCT. NO.		OBJECT CLASS		DEBIT		CREDIT			

SECRET
(When Filled In)

INSTRUCTIONS

1. If funds, in the form of other than U.S. Dollars were on hand, received, or disbursed during the accounting period, all pertinent data, i.e., rate, method of acquisition, etc., must be shown. If advances have been made to third parties, enter the total of such advances outstanding at the beginning of the accounting period on line 1a.
2. If more space is required to explain receipts, prepare receipt form, number and attach hereto. In every case, completely identify the source of receipts.
3. Attach a voucher for each expenditure and assign a number thereto in numerical sequence. The voucher may be the receipt obtained from the payee. When a receipt is not obtained, prepare a certificate and attach as a voucher. When space on form is not sufficient to list all vouchers, prepare a listing on a separate sheet and enter the total under item 3. If advances to third parties are outstanding at the close of the accounting period, attach an itemized list and enter the total on line 3a.
4. Final credit will not be given for disbursements which are advances to be accounted for. When accounting for advances are obtained, list as expenditures or refund of cash, as appropriate.
5. Total receipts entered on the line "Total to Account For" must agree with the total disbursements entered on the line following "Total Accounted For."

SECRET

SECRET
(When Filled In)

REIMBURSEMENT VOUCHER FOR PURCHASES AND SERVICES OTHER THAN PERSONAL	NAME OF CLAIMANT	VOUCHER NO. (Finance use only)
	CHARGE TO ALLOTMENT OR PROJECT 3117-0000-8000	

REIMBURSEMENT OR PAYMENT IS CLAIMED FOR MATERIALS, SERVICES, OR OTHER EXPENDITURES ITEMIZED BELOW WHICH ARE PROPERLY CHARGEABLE TO THE ALLOTMENT OR PROJECT DESIGNATED.

DESCRIPTION OF EXPENDITURE - ATTACH RECEIPTS AND OTHER SUPPORTING DOCUMENTS	AMOUNT
<p>Reimbursement to a Project MOSES agent for expenditures incurred for travel and related expenses in connection with the Project as directed by the General Counsel. Payment made in cash to Payee, [redacted] for transmittal to agent.</p> <p>I certify payment in the amount of \$80.00 is correct and no receipt was obtained.</p> <p style="text-align: center; margin-top: 20px;">S/</p> <p style="text-align: right; margin-top: 10px;">[redacted] (b)(1)</p>	<p>\$80.00</p> <p>(b)(1)</p> <p>(b)(3)</p>

I CERTIFY THAT THIS VOUCHER AND ANY ATTACHMENTS ARE CORRECT, THE EXPENDITURES WERE INCURRED ON OFFICIAL BUSINESS OF A CONFIDENTIAL, EXTRAORDINARY, EMERGENCY NATURE; PAYMENT OR CREDIT HAS NOT BEEN RECEIVED, AND I SHALL NOT BE REIMBURSED FROM ANY OTHER SOURCE.

I CERTIFY FUNDS ARE AVAILABLE		APPROVED		DATE	SIGNATURE OF PAYEE
OBLIGATION REFERENCE NO.	CHARGE ALLOTMENT NO.	DATE	SIGNATURE OF APPROVING OFFICER	4/3/63	S/
	3117-0000-8000	4/3/63	Lawrence R. Houston		[redacted] (b)(1)
DATE	SIGNATURE OF AUTHORIZING OFFICER	CERTIFIED FOR PAYMENT OR CREDIT		PAYMENT RECEIVED IN THE AMOUNT OF \$ 80.00	(b)(1)
4/3/63	S/	DATE	SIGNATURE OF CERTIFYING OFFICER	DATE	SIGNATURE OF RECIPIENT
		4/3/63		4/3/63	S/

SPACE BELOW FOR EXCLUSIVE USE OF FINANCE DIVISION

PREPARED BY	REVIEWED BY	VOUCHER NO. 7-12
		(b)(1)
DESCRIPTION-ALL OTHER ACCOUNTS 13-33		(b)(3)
DESCRIPTION-ADVANCE ACCOUNTS 13-27	28-33 T/A NO.	34-39 STATION CODE
	PUR. ORDER NO.	40-42 EXPEND CODE
	32-33 DIV	43 FUNDS
	PROP. NO.	45-46 PAY PER. LIQ. CODE
	PROJECT NO.	47-52 OBLIG. REF. NO. ADVANCE ACCOUNT NO. EMP. NO.
		53 CA YR
		54-57 GENERAL LEDGER ACCOUNT NO.
		58-67 ALLOT. OR COST ACCT. NO.
		62-67 CK. NO. X REF. NO.
		68-70 DUE DATE
		OB-JECT CLASS
		71-80 AMOUNT
		DEBIT
		CREDIT
TOTALS		

SECRET
(When Filled In)

REIMBURSEMENT VOUCHER FOR PURCHASES AND SERVICES OTHER THAN PERSONAL	NAME OF CLAIMANT	VOUCHER NO. (Finance use only)
	CHARGE TO ALLOTMENT OR PROJECT 3117-0000-8000	(b)(1) (b)(3)

REIMBURSEMENT OR PAYMENT IS CLAIMED FOR MATERIALS, SERVICES, OR OTHER EXPENDITURES ITEMIZED BELOW WHICH ARE PROPERLY CHARGEABLE TO THE ALLOTMENT OR PROJECT DESIGNATED.

DESCRIPTION OF EXPENDITURE - ATTACH RECEIPTS AND OTHER SUPPORTING DOCUMENTS	AMOUNT
OB telephone calls - receipt attached - for period 2 Feb - 24 Feb 63 including tax	10.78

I CERTIFY THAT THIS VOUCHER AND ANY ATTACHMENTS ARE CORRECT, THE EXPENDITURES WERE INCURRED ON OFFICIAL BUSINESS OF A CONFIDENTIAL, EXTRAORDINARY, OR EMERGENCY NATURE: PAYMENT OR CREDIT HAS NOT BEEN RECEIVED, AND I SHALL NOT BE REIMBURSED FROM ANY OTHER SOURCE.

I CERTIFY FUNDS ARE AVAILABLE		APPROVED		DATE	SIGNATURE OF PAYEE
OBLIGATION REFERENCE NO.	CHARGE ALLOTMENT NO.	DATE	SIGNATURE OF APPROVING OFFICER	4/2/63	S/
	3117-0000-8000	4/2/63	Lawrence R. Houston		
DATE	SIGNATURE OF AUTHORIZING OFFICER	CERTIFIED FOR PAYMENT OR CREDIT		PAYMENT RECEIVED IN THE AMOUNT OF \$	10.78
4/2/63	S/	DATE	SIGNATURE OF CERTIFYING OFFICER	4/2/63	S/
			Lawrence R. Houston General Counsel		(b)(1) (b)(3)

SPACE BELOW FOR EXCLUSIVE USE OF FINANCE DIVISION

PREPARED BY	REVIEWED BY	VOUCHER NO. 7-12											
		(b)(1) (b)(3)											
DESCRIPTION-ALL OTHER ACCOUNTS 13-33	28-33 T/A NO.	34-39 STATION CODE	40-42 EXPEND CODE	43 FUNDS	45-46 PAY PER. LIQ. CODE	47-52 OBLIG. REF. NO. ADVANCE ACCOUNT NO. EMP. NO.	53 CA YR	54-57 GENERAL LEDGER ACCOUNT NO.	58-67 ALLOT. OR COST ACCT. NO.	62-67 CK. NO. X REF. NO.	68-70 DUE DATE	71-80 AMOUN	
DESCRIPTION-ADVANCE ACCOUNTS 13-27	PUR. ORDER NO.	PROP. NO.										DEBIT	CREDIT
	32-33 DIV	PROJECT NO.	IFY										
TOTALS													

DOMESTIC TRAVEL <small>(See instructions on reverse side)</small>		NAME OF TRAVELER		TRAVEL ORDER NO.			
		OFFICIAL STATION Washington, D. C.	OFFICE OF ASSIGNMENT OC-AD	ESTIMATED COST OF TRAVEL			
AUTHORIZATION							
YOU ARE AUTHORIZED TO TRAVEL BETWEEN THE FOLLOWING POINTS FOR THE PURPOSE STATED (See instruction #2) Washington, D. C. to New York, New York and return and Washington, D. C. to Miami, Florida and return on official Agency business. Operational expenses authorized.							
PER DIEM	DURATION OF TRAVEL		PROCURE TRANSPORTATION BY		APPROVAL FOR ADVANCE OF FUNDS		
\$16.00	BEGIN 14 Dec 62	END 25 Dec 62	<input checked="" type="checkbox"/> TRANSPORTATION REQUEST <input type="checkbox"/> CASH (For security reasons only)		YES NO AMOUNT ACCOUNTING DUE DATE		
I CERTIFY FUNDS ARE AVAILABLE			DATE SIGNED	OBLIGATION REFERENCE NO.	CHARGE COST CENTER NO.		
SIGNATURE OF B & F OFFICER S/			14 Dec 62		3117-0000-8000		
SIGNATURE OF AUTHORIZING OFFICIAL Lawrence R. Houston, General Counsel			S/		DATE SIGNED 14 Dec 62		
RECEIPT FOR ADVANCE OF FUNDS							
I ACKNOWLEDGE RECEIPT OF \$ _____ TO BE ACCOUNTED FOR ON DUE DATE SPECIFIED			CERTIFIED FOR PAYMENT				
SIGNATURE OF ADVANCEE			SIGNATURE OF AUTHORIZED CERTIFYING OFFICER		DATE		
VOUCHER							
TRANSPORTATION (Attach receipts, stubs and unused tickets)							
TRANSPORTATION REQUEST NUMBER	AGENTS VALUATION OF TICKET	NAME OF CARRIER (Initials)	MODE AND CLASS OF SERVICE	DATE ISSUED	POINTS OF TRAVEL		CASH PAID BY TRAVELER
					FROM	TO	
		BA	Shuttle	12/14/62	Washington	New York	\$ 15.00
		BA	Shuttle	12/15/62	New York	Washington	15.00
Transportation between Washington and Miami was provided by Government Air							
TOTAL							\$ 30.00
DATE	DETAIL OF ITINERARY AND DESCRIPTION OF EXPENSES						AMOUNT
14 Dec. 1962	LV: Washington, D. C. - 2000 hrs						
15 Dec. 1962	LV: New York - 2200 hrs.						
	AR: New York - 2100 hrs.						
	AR: Washington - 2300 hrs.						
	PER DIEM: 1 1/2 days @ \$16 a day less 40%						12.00
16 Dec. 1962	LV: Washington - 2200 hrs.						
24 Dec. 1962	LV: Miami - 2300 hrs.						
25 Dec. 1962	AR: Washington 0130 hrs.						
	PER DIEM: 8 1/2 days @ \$16 a day less 40%						61.60
19-24 Dec.	Car Rental receipt attached						73.45
20 Dec.	Food for Agent - no receipt obtained						15.00
19 Dec. 1962	Payment to agent-operational expense						100.00
15 Dec. 1962	Taxi from Washington National Airport to Fairfax (Residence)						9.00
TOTAL							\$293.05
SUMMARY OF EXPENSES				TRAVELER'S CERTIFICATION			
TRANSPORTATION PAID BY TRAVELER		\$ 30.00		I CERTIFY THAT THIS VOUCHER AND ANY ATTACHMENTS ARE CORRECT AND JUST IN ALL RESPECTS, AND THAT PAYMENT OR CREDIT HAS NOT BEEN RECEIVED.			
PER DIEM AND OTHER		263.05					
TOTAL		293.05		DATE 4/3/63		SIGNATURE OF PAYEE S/	
LESS ADVANCE		200.00					
BALANCE DUE TRAVELER							
EXCESS ADVANCE TO BE REFUNDED		76.95					
INDICATE WHERE CHECK IS TO BE SENT OR EXTENSION OF TRAVELER. (See instruction #5)							

(b)(1)
(b)(3)

(b)(1)
(b)(3)

(b)(1)
(b)(3)

DOMESTIC TRAVEL <i>(See instructions on reverse side)</i>	NAME OF TRAVELER	TRAVEL ORDER NO.
	Washington, D.C. General Counsel	Project MOSES 3-63
	OFFICE OF ASSIGNMENT	ESTIMATED COST OF TRAVEL
		\$50

(b)(1)
(b)(3)

AUTHORIZATION
 YOU ARE AUTHORIZED TO TRAVEL BETWEEN THE FOLLOWING POINTS FOR THE PURPOSE STATED *(See instruction #2)*
Washington, D.C., to New York, New York, and return on official Agency business including authorization for operational expenses.

PER DIEM	DURATION OF TRAVEL	PROCURE TRANSPORTATION BY	APPROVAL FOR ADVANCE OF FUNDS
\$16	BEGIN 30 March 63 END 1 April 63	TRANSPORTATION REQUEST <input checked="" type="checkbox"/> CASH <i>(For security reasons only)</i>	YES <input checked="" type="checkbox"/> AMOUNT \$50 NO
I CERTIFY FUNDS ARE AVAILABLE		DATE SIGNED	OBLIGATION REFERENCE NO.
SIGNATURE OF B & F OFFICER		7-63	CHARGE COST CENTER NO.
SIGNATURE OF AUTHORIZING OFFICIAL			3117-0000-8000
Lawrence R. Houston, General Counsel			DATE SIGNED

(b)(1)
(b)(3)

I ACKNOWLEDGE RECEIPT OF \$50 TO BE ACCOUNTED FOR ON DUE DATE SPECIFIED	CERTIFIED FOR PAYMENT
SIGNATURE OF ADVANCEE	SIGNATURE OF AUTHORIZED CERTIFYING OFFICER
	DATE

VOUCHER							
TRANSPORTATION <i>(Attach receipts, stubs and unused tickets)</i>							
TRANSPORTATION REQUEST NUMBER	AGENTS VALUATION OF TICKET	NAME OF CARRIER <i>(Initials)</i>	MODE AND CLASS OF SERVICE	DATE ISSUED	POINTS OF TRAVEL		CASH PAID BY TRAVELER
					FROM	TO	
		AA	Tourist	29 Mar	Washington	New York	16.12
		AA	Tourist	2 Apr	New York	Washington	16.12

DATE	DETAIL OF ITINERARY AND DESCRIPTION OF EXPENSES	TOTAL AMOUNT
1 April	POV Home to National Airport, 15 miles @ .10 Lv. Washington, D.C., 8:30 a.m. Arr. New York City, New York, 9:20 a.m. Telephone calls Subway	1.50 .40
	Taxi from 60th Street and Fifth Avenue to Brooklyn Taxi from Prospect Park, Brooklyn, to LaGuardia	.15 3.25 4.25
2 April	Lv. New York City, New York, 1:15 a.m. Arr. Washington, D.C., 2:25 a.m. Parking Fee POV National Airport to home, 12 miles @ .10 Per Diem, 3/4 day at \$16	 1.75 1.20 12.00
TOTAL		\$32.24

SUMMARY OF EXPENSES		TRAVELER'S CERTIFICATION	
TRANSPORTATION PAID BY TRAVELER	32.24	I CERTIFY THAT THIS VOUCHER AND ANY ATTACHMENTS ARE CORRECT AND JUST IN ALL RESPECTS, AND THAT PAYMENT OR CREDIT HAS NOT BEEN RECEIVED.	
PER DIEM AND OTHER	24.50		
TOTAL	56.74		
LESS ADVANCE	50.00		
BALANCE DUE TRAVELER	6.74		
EXCESS ADVANCE TO BE REFUNDED		DATE	SIGNATURE OF PAYEE

INDICATE WHERE CHECK IS TO BE SENT OR EXTENSION OF TRAVELER. *(See instruction #5)* **1107**

INSTRUCTIONS

VOUCHER NO.

1. PREPARE IN ORIGINAL AND ONLY THOSE COPIES REQUIRED BELOW: (WHEN TRAVEL IS TO BE PERFORMED WITH VOUCHERED FUNDS, THE TRAVEL ORDER NUMBER WILL INCLUDE AN "XG" SUFFIX)
 - ORIGINAL - (A) IF AN ADVANCE IS AUTHORIZED AND REQUIRED, THE ORIGINAL WILL BE USED TO DRAW THE ADVANCE FROM FINANCE OR FISCAL DIVISION, AS APPROPRIATE. (B) IF NO ADVANCE IS REQUIRED, THE ORIGINAL WILL BE USED TO CLAIM REIMBURSEMENT FOR TRAVEL EXPENSES.
 - FIRST COPY - ORIGINATING OFFICE'S RECORD COPY.
 - SECOND COPY - TO FINANCE OR FISCAL DIVISION, AS APPROPRIATE, FOR RECORD PURPOSES.
 - IF THE ORIGINAL WAS USED TO DRAW AN ADVANCE, THE THIRD COPY WILL BE USED AS THE TRAVEL ACCOUNTING FOR THE ADVANCE.
2. A. FIRST-CLASS ACCOMMODATIONS ON COMMON CARRIERS OR USE OF POA NOT TO EXCEED COST BY COMMON CARRIER INCLUDING PER DIEM AND ALL EXPENSES ALLOWABLE UNDER AGENCY TRAVEL REGULATIONS WHEN NECESSARILY INCURRED IN PERFORMANCE OF TRAVEL ARE AUTHORIZED.
 - B. AUTHORIZATION, OR POST APPROVAL ON A SEPARATE SHEET ATTACHED, IS REQUIRED FROM INCURRING EXPENSES OF THE FOLLOWING: (1) EXTRA FARE PLANES AND TRAINS. (2) USE OF POA NOT TO EXCEED 12 CENTS PER MILE. (3) HIRE OF SPECIAL CONVEYANCES. (4) HIRE OF ROOM FOR OFFICIAL USE. (5) CHARGES FOR EXCESS BAGGAGE. (6) DOMESTIC TRAVEL ON ACTUAL EXPENSE BASIS NOT TO EXCEED \$30 PER DAY. (7) USE OF CONVEYANCE ON ACTUAL EXPENSE BASIS. (8) OTHER EXPENSES NOT NORMALLY RELATED TO TRAVEL NECESSARILY INCURRED FOR OFFICIAL PURPOSES.
3. WHEN TRANSPORTATION REQUESTS ARE USED, RECORD THE NUMBER OF EACH AND THE AGENT'S VALUATION OF THE TICKET IN THE COLUMNS PROVIDED, WITH NO AMOUNT ENTERED IN THE COLUMN HEADED "CASH PAID BY TRAVELER." USE THE LATTER COLUMN ONLY WHEN TRANSPORTATION IS PURCHASED WITH CASH, IN WHICH CASE THE COLUMNS HEADED "TRANSPORTATION REQUEST NUMBER" AND "AGENT'S VALUATION OF TICKET" WILL NOT BE USED.)
4. ATTACH COPIES OF EACH TRANSPORTATION REQUEST ISSUED, IF ANY, RECEIPTS, AND ANY UNUSED TICKETS.
5. PAYMENT OF ANY BALANCE DUE TRAVELER SHALL BE MADE BY U. S. TREASURY CHECK UNLESS WRITTEN INSTRUCTIONS ARE ISSUED TO THE CONTRARY.
6. ANY UNUSED BALANCE OF AN ADVANCE SHALL BE REFUNDED BY ATTACHING THE TRAVELER'S PERSONAL CHECK OR A COPY OF A RECEIPT ISSUED BY THE DISBURSING OFFICE IN ACKNOWLEDGEMENT OF A REFUND IN CASH.

FOR COMPTROLLER USE ONLY

TOTAL CLAIMED		\$		CERTIFIED FOR PAYMENT OR CREDIT					
LESS ADJUSTMENTS				DATE	AUTHORIZED CERTIFYING OFFICER				
				DATE PAID	CHECK NUMBER				
NET APPROVED				AMT. OF CASH					
CREDIT TO ADVANCE				SIGNATURE OF PAYEE (Cash payment only)					
NET TO PAYEE				\$					
DESCRIPTION - 13-33	40-42	43	47-52	54-57	58-67		68-70	71-80	
	EXPEND CODE	F U N D S	OBLIG. REF. NO. ADVANCE ACCT. NO.	GENERAL LEDGER ACCT. NO.	ALLOT. OR COST ACCT. NO.		DUE DATE	AMOUNT	
						62-67	OBJECT CLASS	DEBIT	CREDIT
TRV ALY 3/30-4/1/63			59896	1441		3043		50.00	
									50.00
TOTALS									

ACCOUNTING CLASSIFICATION (Appropriate symbol must be shown; other classification optional)

3/29/63

(b)(1)
(b)(3)

(b)(1)
(b)(3)

TRANSMITTAL SLIP		DATE
TO: <i>GENERAL COUNSEL</i>		
ROOM NO.	BUILDING <i>Helge</i>	
REMARKS:		
FROM: <i>6K12</i>		
ROOM NO.	BUILDING <i>Helge</i>	EXTENSION

FORM NO. 241
1 FEB 55

REPLACES FORM 36-B
WHICH MAY BE USED.

☆ GPO: 1957-O-439445

(47)

DOMESTIC TRAVEL <small>(See instructions on reverse side)</small>		NAME OF TRAVELER			TRAVEL ORDER NO. Project MOSES 2-63		
		OFFICIAL STATION Washington, D. C. General Counsel		OFFICE OF ASSIGNMENT		ESTIMATED COST OF TRAVEL \$50 (b)(1)	
AUTHORIZATION (b)(3)							
YOU ARE AUTHORIZED TO TRAVEL BETWEEN THE FOLLOWING POINTS FOR THE PURPOSE STATED <small>(See instruction #2)</small> <p style="text-align: center;">Washington, D. C., to New York, New York, and return on official Agency business including authorization for operational expenses.</p>							
PER DIEM \$16	DURATION OF TRAVEL		PROCURE TRANSPORTATION BY		APPROVAL FOR ADVANCE OF FUNDS		
	BEGIN 3/20/63	END 3/20/63	TRANSPORTATION REQUEST <input checked="" type="checkbox"/>	YES	AMOUNT \$50	ACCOUNTING DUE DATE	
I CERTIFY FUNDS ARE AVAILABLE			DATE SIGNED 3/20/63	OBLIGATION REFERENCE NO. 6-63	CHARGE COST CENTER NO. 3117-0000-8000 (b)(1)		
SIGNATURE OF B & F OFFICER SIGNED			SIGNATURE OF AUTHORIZING OFFICIAL Lawrence R. Houston, General Counsel		DATE SIGNED 3/20/63 (b)(3)		
RECEIPT FOR ADVANCE OF FUNDS				CERTIFIED FOR PAYMENT			
I ACKNOWLEDGE RECEIPT OF \$50 TO BE ACCOUNTED FOR ON DUE DATE SPECIFIED				SIGNATURE OF AUTHORIZED CERTIFYING OFFICER			
SIGNATURE OF ADVANCEE /s/				DATE (b)(1)			
VOUCHER (b)(3)							
TRANSPORTATION <small>(Attach receipts, stubs and unused tickets)</small>							
TRANSPORTATION REQUEST NUMBER	AGENTS VALUATION OF TICKET	NAME OF CARRIER <small>(Initials)</small>	MODE AND CLASS OF SERVICE	DATE ISSUED	POINTS OF TRAVEL		CASH PAID BY TRAVELER
					FROM	TO	
		AA	Tourist	21 Mar	New York	Washington	16.12
TOTAL							\$
DATE	DETAIL OF ITINERARY AND DESCRIPTION OF EXPENSES						AMOUNT
20 Mar	POV McClean to airport, 12 miles @ .10 Left Washington, D. C., 12:15 p. m. at no expense to traveler Arrived New York, New York						1.20
21 Mar	Taxi Brooklyn Prospect Park to LaGuardia Left New York, New York, 1:15 a. m. Arrived Washington, D. C., 2:30 a. m. Parking fee						6.25
	POV airport to residence, 12 miles @ .10						1.50
	Per diem 3/4 day @ \$16.00						1.20
TOTAL							12.00
TOTAL							22.15
SUMMARY OF EXPENSES				TRAVELER'S CERTIFICATION			
TRANSPORTATION PAID BY TRAVELER		\$ 16.12		I CERTIFY THAT THIS VOUCHER AND ANY ATTACHMENTS ARE CORRECT AND JUST IN ALL RESPECTS, AND THAT PAYMENT OR CREDIT HAS NOT BEEN RECEIVED.			
PER DIEM AND OTHER		22.15					
		TOTAL		DATE		SIGNATURE OF PAYEE	
LESS ADVANCE		50.00		3 APR 1963		/s/	
BALANCE DUE TRAVELER		11.73		(b)(1) (b)(3)			
EXCESS ADVANCE TO BE REFUNDED		11.73					
INDICATE WHERE CHECK IS TO BE SENT OR EXTENSION OF TRAVELER. <small>(See instruction #5)</small>							
x-7531							

INSTRUCTIONS

VOUCHER NO.

1. PREPARE IN ORIGINAL AND ONLY THOSE COPIES REQUIRED BELOW: (WHEN TRAVEL IS TO BE PERFORMED WITH VOUCHERED FUNDS, THE TRAVEL ORDER NUMBER WILL INCLUDE AN "XG" SUFFIX)

- ORIGINAL - (A) IF AN ADVANCE IS AUTHORIZED AND REQUIRED, THE ORIGINAL WILL BE USED TO DRAW THE ADVANCE FROM FINANCE OR FISCAL DIVISION, AS APPROPRIATE.
- (B) IF NO ADVANCE IS REQUIRED, THE ORIGINAL WILL BE USED TO CLAIM REIMBURSEMENT FOR TRAVEL EXPENSES.
- FIRST COPY - ORIGINATING OFFICE'S RECORD COPY.
- SECOND COPY - TO FINANCE OR FISCAL DIVISION, AS APPROPRIATE, FOR RECORD PURPOSES.
- IF THE ORIGINAL WAS USED TO DRAW AN ADVANCE, THE THIRD COPY WILL BE USED AS THE TRAVEL ACCOUNTING FOR THE ADVANCE.

2. A. FIRST-CLASS ACCOMMODATIONS ON COMMON CARRIERS OR USE OF POA NOT TO EXCEED COST BY COMMON CARRIER INCLUDING PER DIEM AND ALL EXPENSES ALLOWABLE UNDER AGENCY TRAVEL REGULATIONS WHEN NECESSARILY INCURRED IN PERFORMANCE OF TRAVEL ARE AUTHORIZED.
- B. AUTHORIZATION, OR POST APPROVAL ON A SEPARATE SHEET ATTACHED, IS REQUIRED FROM INCURRING EXPENSES OF THE FOLLOWING: (1) EXTRA FARE PLANES AND TRAINS, (2) USE OF POA NOT TO EXCEED 12 CENTS PER MILE, (3) HIRE OF SPECIAL CONVEYANCES, (4) HIRE OF ROOM FOR OFFICIAL USE, (5) CHARGES FOR EXCESS BAGGAGE, (6) DOMESTIC TRAVEL ON ACTUAL EXPENSE BASIS NOT TO EXCEED \$30 PER DAY, (7) USE OF CONVEYANCE ON ACTUAL EXPENSE BASIS, (8) OTHER EXPENSES NOT NORMALLY RELATED TO TRAVEL NECESSARILY INCURRED FOR OFFICIAL PURPOSES.
3. WHEN TRANSPORTATION REQUESTS ARE USED, RECORD THE NUMBER OF EACH AND THE AGENT'S VALUATION OF THE TICKET IN THE COLUMNS PROVIDED, WITH NO AMOUNT ENTERED IN THE COLUMN HEADED "CASH PAID BY TRAVELER." USE THE LATTER COLUMN ONLY WHEN TRANSPORTATION IS PURCHASED WITH CASH, IN WHICH CASE THE COLUMNS HEADED "TRANSPORTATION REQUEST NUMBER" AND "IT'S VALUATION OF TICKET" WILL NOT BE USED.
4. ATTACH COPIES OF EACH TRANSPORTATION REQUEST ISSUED, IF ANY, RECEIPTS, AND ANY UNUSED TICKETS.
5. PAYMENT OF ANY BALANCE DUE TRAVELER SHALL BE MADE BY U. S. TREASURY CHECK UNLESS WRITTEN INSTRUCTIONS ARE ISSUED TO THE CONTRARY.
6. ANY UNUSED BALANCE OF AN ADVANCE SHALL BE REFUNDED BY ATTACHING THE TRAVELER'S PERSONAL CHECK OR A COPY OF A RECEIPT ISSUED BY THE DISBURSING OFFICE IN ACKNOWLEDGEMENT OF A REFUND IN CASH.

FOR COMPTROLLER USE ONLY

TOTAL CLAIMED	\$ 38.27	CERTIFIED FOR PAYMENT OR CREDIT	
LESS ADJUSTMENTS		DATE	AUTHORIZED CERTIFYING OFFICER
		DATE PAID	CHECK NUMBER
NET APPROVED	38.27		
CREDIT TO ADVANCE	38.27	AMT. OF CASH	SIGNATURE OF PAYEE (Cash payment only)
NET TO PAYEE	- 0 -	\$	

DESCRIPTION 13-33	40-42	43	47-52	54-57	58-67		68-70	71-80	
	EXPEND CODE	FUND	OBLIG. REF. NO.	GENERAL LEDGER ACCT. NO.	ALLOT. OR COST ACCT. NO.	DUE DATE	OBJECT CLASS	DEBIT	CREDIT
	8831		6	601.0	170000	8000	201	38.27	
TDY NY			59896	144.1		6	043		38.27
									(b)(1)
									(b)(3)
TOTALS									

ACCOUNTING CLASSIFICATION (Appropriate symbol must be shown; other classification optional)

SENDER WILL CHECK CLASSIFICATION TOP AND BOTTOM			
UNCLASSIFIED		CONFIDENTIAL	SECRET
CENTRAL INTELLIGENCE AGENCY OFFICIAL ROUTING SLIP			
TO	NAME AND ADDRESS	DATE	INITIALS
1	Finance - <input type="text"/> 6E12	4/17	mmw
2			
3	OGC/BF		
4			
5			
6			
ACTION		DIRECT REPLY	PREPARE REPLY
APPROVAL		DISPATCH	RECOMMENDATION
COMMENT		FILE	RETURN
CONCURRENCE		INFORMATION	SIGNATURE
Remarks:			
<p>ck. to memo 4/24/63 mmw</p>			
FOLD HERE TO RETURN TO SENDER			
FROM: NAME, ADDRESS AND PHONE NO.			DATE
O & L #1			
UNCLASSIFIED		CONFIDENTIAL	SECRET

(b)(1)
(b)(3)

DOMESTIC TRAVEL <small>(See instructions on reverse side)</small>		NAME OF TRAVELER [Redacted]		TRAVEL ORDER NO. Project MOSES 1-63				
OFFICIAL STATION Washington, D. C.		OFFICE OF ASSIGNMENT General Counsel		ESTIMATED COST OF TRAVEL (b)(1) (b)(3)				
AUTHORIZATION								
YOU ARE AUTHORIZED TO TRAVEL BETWEEN THE FOLLOWING POINTS FOR THE PURPOSE STATED <small>(See instruction #2)</small> Washington, D. C. to Miami, Florida and return on official Agency business including authorization for operational expenses.								
PER DIEM \$16	DURATION OF TRAVEL		PROCURE TRANSPORTATION BY		APPROVAL FOR ADVANCE OF FUNDS			
	BEGIN 3/13/63	END 3/19/63	TRANSPORTATION REQUEST <input checked="" type="checkbox"/> CASH (For security reasons only)		YES \$425.00			
I CERTIFY FUNDS ARE AVAILABLE			DATE SIGNED 3/13/63	OBLIGATION REFERENCE NO. 5-63	CHARGE COST CENTER NO. 3117-0000-8000			
SIGNATURE OF B & F OFFICER [Redacted]			SIGNATURE OF AUTHORIZING OFFICIAL Lawrence R. Houston, General Counsel		DATE SIGNED 3/13/63			
RECEIPT FOR ADVANCE OF FUNDS								
I ACKNOWLEDGE RECEIPT OF \$ _____ TO BE ACCOUNTED FOR ON DUE DATE SPECIFIED			CERTIFIED FOR PAYMENT					
SIGNATURE OF ADVANCEE			SIGNATURE OF AUTHORIZED CERTIFYING OFFICER		DATE			
VOUCHER								
TRANSPORTATION (Attach receipts, stubs and unused tickets)								
TRANSPORTATION REQUEST NUMBER	AGENTS VALUATION OF TICKET	NAME OF CARRIER (Initials)	MODE AND CLASS OF SERVICE	DATE ISSUED	POINTS OF TRAVEL		CASH PAID BY TRAVELER	
					FROM	TO		
		NA	First Class	13 March	Washington	Miami	234.36	
		EA	Night Coach		Miami	Washington	99.02	
<small>(Two tickets purchased for self and agent on agent's air credit card)</small>							TOTAL	\$333.38
DATE	DETAIL OF ITINERARY AND DESCRIPTION OF EXPENSES					AMOUNT		
13 March	POV residence to airport 15 miles @ .10 Left Washington, D. C., 5:40 p. m. Arrived Miami, Florida, 9:10 p. m. Automobile Tolls Operational expenses - I certify that the amount claimed for operational expenses for agents was in connection with Project Moses and additional information may be obtained from OGC if necessary. Receipts were not obtained for security reasons. /s/ [Redacted]					1.50		
						.50		
	(Continued on attached sheet)					170.00		
TOTAL						223.95		
SUMMARY OF EXPENSES				TRAVELER'S CERTIFICATION				
TRANSPORTATION PAID BY TRAVELER		\$ 333.38		I CERTIFY THAT THIS VOUCHER AND ANY ATTACHMENTS ARE CORRECT AND JUST IN ALL RESPECTS, AND THAT PAYMENT OR CREDIT HAS NOT BEEN RECEIVED.				
PER DIEM AND OTHER		223.95						
TOTAL		557.33		DATE	SIGNATURE OF PAYEE			
LESS ADVANCE		425.00		5 APR 1963	/s/ [Redacted]			
BALANCE DUE TRAVELER		132.33		(b)(1) (b)(3)				
EXCESS ADVANCE TO BE REFUNDED								
INDICATE WHERE CHECK IS TO BE SENT OR EXTENSION OF TRAVELER. (See instruction #5)				7D07				

INSTRUCTIONS	VOUCHER NO.
<p>1. PREPARE IN ORIGINAL AND ONLY THOSE COPIES REQUIRED BELOW: (WHEN TRAVEL IS TO BE PERFORMED WITH VOUCHERED FUNDS, THE TRAVEL ORDER NUMBER WILL INCLUDE AN "XG" SUFFIX)</p> <p><u>ORIGINAL</u> - (A) IF AN ADVANCE IS AUTHORIZED AND REQUIRED, THE ORIGINAL WILL BE USED TO DRAW THE ADVANCE FROM FINANCE OR FISCAL DIVISION, AS APPROPRIATE. (B) IF NO ADVANCE IS REQUIRED, THE ORIGINAL WILL BE USED TO CLAIM REIMBURSEMENT FOR TRAVEL EXPENSES.</p> <p><u>FIRST COPY</u> - ORIGINATING OFFICE'S RECORD COPY.</p> <p><u>SECOND COPY</u> - TO FINANCE OR FISCAL DIVISION, AS APPROPRIATE, FOR RECORD PURPOSES. IF THE ORIGINAL WAS USED TO DRAW AN ADVANCE, THE <u>THIRD COPY</u> WILL BE USED AS THE TRAVEL ACCOUNTING FOR THE ADVANCE.</p> <p>2. A. FIRST-CLASS ACCOMMODATIONS ON COMMON CARRIERS OR USE OF POA NOT TO EXCEED COST BY COMMON CARRIER INCLUDING PER DIEM AND ALL EXPENSES ALLOWABLE UNDER AGENCY TRAVEL REGULATIONS WHEN NECESSARILY INCURRED IN PERFORMANCE OF TRAVEL ARE AUTHORIZED.</p> <p>B. AUTHORIZATION, OR POST APPROVAL ON A SEPARATE SHEET ATTACHED, IS REQUIRED FROM INCURRING EXPENSES OF THE FOLLOWING: (1) EXTRA FARE PLANES AND TRAINS. (2) USE OF POA NOT TO EXCEED 12 CENTS PER MILE. (3) HIRE OF SPECIAL CONVEYANCES. (4) HIRE OF ROOM FOR OFFICIAL USE. (5) CHARGES FOR EXCESS BAGGAGE, (6) DOMESTIC TRAVEL ON ACTUAL EXPENSE BASIS NOT TO EXCEED \$30 PER DAY. (7) USE OF CONVEYANCE ON ACTUAL EXPENSE BASIS. (8) OTHER EXPENSES NOT NORMALLY RELATED TO TRAVEL NECESSARILY INCURRED FOR OFFICIAL PURPOSES.</p> <p>3. WHEN TRANSPORTATION REQUESTS ARE USED, RECORD THE NUMBER OF EACH AND THE AGENT'S VALUATION OF THE TICKET IN THE COLUMNS PROVIDED, WITH NO AMOUNT ENTERED IN THE COLUMN HEADED "CASH PAID BY TRAVELER." USE THE LATTER COLUMN ONLY WHEN TRANSPORTATION IS PURCHASED WITH CASH. IN WHICH CASE THE COLUMNS HEADED "TRANSPORTATION REQUEST NUMBER" AND "AGENT'S VALUATION OF TICKET" WILL NOT BE USED.</p> <p>4. ATTACH COPIES OF EACH TRANSPORTATION REQUEST ISSUED, IF ANY, RECEIPTS, AND ANY UNUSED TICKETS.</p> <p>5. PAYMENT OF ANY BALANCE DUE TRAVELER SHALL BE MADE BY U. S. TREASURY CHECK UNLESS WRITTEN INSTRUCTIONS ARE ISSUED TO THE CONTRARY.</p> <p>6. ANY UNUSED BALANCE OF AN ADVANCE SHALL BE REFUNDED BY ATTACHING THE TRAVELER'S PERSONAL CHECK OR A COPY OF A RECEIPT ISSUED BY THE DISBURSING OFFICE IN ACKNOWLEDGEMENT OF A REFUND IN CASH.</p>	

FOR COMPTROLLER USE ONLY

TOTAL CLAIMED	\$		CERTIFIED FOR PAYMENT OR CREDIT	
LESS ADJUSTMENTS			DATE	AUTHORIZED CERTIFYING OFFICER
			DATE PAID	CHECK NUMBER
NET APPROVED		557.33		
CREDIT TO ADVANCE		425.00	AMT. OF CASH	SIGNATURE OF PAYEE (Cash payment only)
NET TO PAYEE		132.33		

DESCRIPTION 13-33	40-42 EXPEND CODE	43 F U M D S	47-52 OBLIG. REF. NO. ADVANCE ACCT. NO.	54-57 GENERAL LEDGER ACCT. NO.	58-67 ALLOT. OR COST ACCT. NO.		68-70 DUE DATE		71-80 AMOUNT		
					62-67 CK. NO. X REF. NO.	68-70 OBJECT CLASS	DEBIT	CREDIT			
MIAMI			5986 1441		17-0000	8000	201	425.00			
"	8831-4	5	6010	17-0000	8000	201		327.33	(b)(1)		
"	8831	5	6010	17-0000	8000	752		170.00	(b)(3)		
IDY MIAMI			59896 1441		5	043				425.00	
										132.33	
TOTALS										557.33	132.33

ACCOUNTING CLASSIFICATION (Appropriate symbol must be shown; other classification optional)

(b)(1)
(b)(1)
(b)(3)

4/17/63

17 March	Left Miami, Florida, 11:10 p. m.	
18 March	Arrived Washington, D. C., 4:40 a. m.	
	Taxi airport to residence for self and agent	6.35
	Per diem 4 3/4 days @ \$16.00 less 40% for Government quarters furnished	45.60
	TOTAL	\$ 223.95

NOTE: First class tickets were purchased because advancee and agents had to travel as a group and three tourist class tickets were not available.