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Collection: Green, Max: Files
Folder Title: Travel Coalition to Free Soviet Jews,
New York City 05/05/1988
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TO: Max Green

Your signed travel authorization form is attached.

The original is to be attached to your travel voucher when it is submitted for payment. In addition, there is a copy for you and your office respectively.

Thank you. Betsy Conaton
ADMINISTRATIVE OFFICE

THE WHITE HOUSE OFFICE
OFFICIAL TRAVEL AUTHORIZATION

NO. 11288

Date of Request April 21, 1988

1. TRAVELER:

Name: Max Green

☒ White House Staff

Extension: 171

Room: 6270

☐ Other:

2. PURPOSE(s) and DATE(s):

To participate in a Coalition to Free Soviet Jews seminar on May 5, 1988. All expenses will be paid by the Greater New York Conference of Soviet Jewry, a 501(c)(3) organization, as confirmed by the Law Library.

3. ITINERARY:

Wash. D.C. to New York City, NYC to Wash. D.C.

(List all cities where stopovers occur.)

4. DEPARTURE

Date: 5/5/88 Time: (9:00a.m.) Mode: Air

RETURN

Date: 5/5/88 Time: 6:00p.m. Mode: Air

5. FUNDING SOURCE:

☐ OFFICIAL ☐ POLITICAL ☒ 501(c)(3) ☐ OTHER

6. SPECIAL EXPENSES

☐ Commercial Car Rental ☐ Taxi
☐ Hotel
Name: _____
☐ Other: _____

TRAVEL ADVANCE REQUESTED

☐ Yes ☐ No ☐ Amount \$ _____
Recipient's
Signature: _____
Date: _____

Please See Reverse Side for Further Instructions Regarding Travel Expenses

7. TRAVELER'S SIGNATURE:

Max Green m2

(I have read and agree to the terms set forth on the reverse side.)

8. APPROVING SIGNATURES:

Office Head:

Rebecca G. Range

Approving Official

(Political or Foreign Travel):

Deputy Assistant to the President
for Administration:

Clair M. O'Sullivan

9. FOR TRANSPORTATION OFFICE USE ONLY:

Control No.

Account:

113 \$0

M805 ORIGINAL (Return With Voucher)

(5/10/85)

**THIS APPROVAL IS SUBJECT TO ALL
APPLICABLE GOVERNMENT LAWS AND REGULATIONS
AS WELL AS THE FOLLOWING ADMINISTRATIVE
TRAVEL POLICIES**

1. ADVANCES FOR OFFICIAL TRAVEL ONLY

Cash travel advances will not be provided for political trips.

Advances will not be provided to anyone with an outstanding unaccounted-for advance.

Advances over \$250 require 48-hour notice to White House Administrative Office, Extension 2500.

2. ADVANCES TO BE REPAID FROM SALARY AFTER 15 DAYS

Any travel advance which is neither repaid nor accounted for in full by an expense voucher within 15 days after return may be deducted from the staff member's salary.

3. GOVERNMENT TICKETS FOR OFFICIAL TRAVEL ONLY

Government-issued tickets shall be used for official trips only (i.e., no political or personal travel). The entire cost of any government-issued tickets that are used for unofficial travel will be considered a personal travel advance and treated accordingly.

**4. TO OBTAIN REIMBURSEMENT, RECEIPTS ARE REQUIRED FOR ALL
EXPENDITURES REGARDLESS OF THE AMOUNT**

**5. FOR DETAILED INFORMATION REGARDING TRAVEL REGULATIONS AND
POLICIES, PLEASE REFER TO THE WHITE HOUSE TRAVEL HANDBOOK
(Additional copies available by calling Extension 2500.)**



The Hertz Corporation

11079666

1950

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For billing inquiries call 1-800-654-4173

TO BE PAID BY				LOCATION/STALL NO.		TIME IN		TIME OUT		RETURNED TO AREA & LOC. NO.	
				1071319						183010	
VEHICLE LIC. NO.				STATE		VEH. MAKE-BODY STYLE		RATE CLS		SUB UPG RATE PLAN OUT	
205061						72.0				515	
OWNING CITY AREA NO.				VEH. CLS							
0070				15							
#1 CLUB NO.		UPD		C.D.P. I.D. NO.		CREDIT APP./DATE/AMT.		MILEAGE IN		4380	
								MILEAGE OUT		4141	
FORM OF PAY		CASH ON RET.		OTHER IDENTIFICATION				MILES DRIVEN			
DRIVER'S LICENSE NO. STATE				EXPIRES		Y.O.B.					
01560700001				11/1/91		07/24					
HOME/BUSINESS ADDRESS				HOME/BUSINESS PHONE NO.				LESS MILES (ALLOWED)		229	
115 E. 121ST ST				212 647732						5975	
CITY/STATE				ZIP CODE		FUEL AND SERVICE CHARGE				10175	
SILVER SPRING				20910							
VEHICLE TO BE RETURNED TO (CITY/STATE) LOC. NO.				DUE DATE		TANK NO.		FUEL OUT		FUEL IN	
WASHINGTON DC DCWDC				0183010 05/06/91		08		00			
VEHICLE RENTED AT (CITY/STATE)				AREA & LOCATION NO.		VOUCHER/CERTIFICATE NO.				CE TOTAL	
1140TH ST MANHATTAN				11 MAN 0185010						10175	
						I.T. NO.		PROM. NO.			
						F.T. NO.					
						H.G. NO.				344	
LIABILITY PROTECTION LIMITS PROVIDED PER PARAGRAPH 10 UNLESS OTHER LIMITS ARE SHOWN HERE.				INJURY PER PERSON		INJURY PER ACCIDENT		PROPERTY DAMAGE			
NOTICE: BY SIGNING BELOW YOU AGREE THAT: A FUEL AND SERVICE CHARGE MAY APPLY (SEE PARAGRAPH 8); THE VEHICLE WILL BE OPERATED ONLY BY AUTHORIZED OPERATORS (SEE PARAGRAPH 2); IF YOU DECLINE THE OPTIONAL LOSS/DAMAGE WAIVER (LDW) YOU MAY BE RESPONSIBLE FOR ANY VEHICLE LOSS OR DAMAGE REGARDLESS OF FAULT. YOUR OWN AUTO INSURANCE MAY COVER ALL OR PART OF SUCH DAMAGE. YOU MAY WANT TO CHECK BEFORE ACCEPTING LDW. YOU REPRESENT TO HAVE READ AND UNDERSTAND THE ABOVE, AND ALL TERMS AND CONDITIONS ON BOTH SIDES OF THIS PAGE.											
X											
L D W		ACCEPT X		DECLINE X		LOSS/DAMAGE WAIVER (LDW). BY INITIALS, you accept, at rate shown, or decline Hertz' waiver of your responsibility for up to FULL VALUE of vehicle loss or damage except from accidental fire or acts of nature, per Par. 4 on reverse side. LDW IS NOT INSURANCE.					
L I S		ACCEPT X		DECLINE X		LIABILITY INSURANCE SUPPLEMENT (LIS). BY INITIALS, you accept, at rate shown, or decline LIS. You acknowledge reading SUMMARY of Coverage.					
P A I		ACCEPT X		DECLINE X		PERSONAL ACCIDENT INSURANCE (PAI) AND PERSONAL EFFECTS COVERAGE (PEC). BY INITIALS, you accept, at rate shown, or decline PAI & PEC. You acknowledge reading SUMMARY of Coverage.					
RATE CONDITIONS						THE MINIMUM RENTAL PERIOD					
						<input type="checkbox"/> IS RENTAL DAYS OR HIGHER RATES APPLY					
						<input type="checkbox"/> RETURN TO RENTING LOCATION					
						RETURN BY 10/1/88					
						MILES ALLOWED PER DAY WK MO.					
						EXTRA MILES CHGD. \$ EACH					
						<input type="checkbox"/> YOU AGREE TO UPGRADE AT ADDITIONAL CHARGE.					
RESERVATION GREEN II						TOTAL CHARGES 1247					
RESERVATION I.P. NO.						MISC.					
REFERRAL SOURCE						RES CLASS					
PREPARED BY						DEPOSIT \$					
COMPLETED BY						RATE PLAN IN					
						LESS DEPOSIT (If Any)					
						NET P					

OFFICE OF PUBLIC LIAISON
SPEAKING PROPOSAL

INVITEE: Max Green

ORGANIZATION(S): Coalition to Free Soviet Jews.

DATE(S): May 5, 1988

EVENT: Participate in a Coalition to Free Soviet Jews seminar.

NUMBER OF PARTICIPANTS: 30

LOCATION: New York City

RATIONALE: To participate in this meeting to discuss trade relations between the United States and the Soviet Union with 30 of the top leaders of the Soviet Jewry movement.

CONCUR: _____

NONCONCUR: _____

LET'S DISCUSS: _____

THE WHITE HOUSE OFFICE OFFICIAL TRAVEL AUTHORIZATION

NO. 11285Date of Request April 21, 1988**1. TRAVELER:**Name: Max Green☒ White House StaffExtension: 6270Room: 171☐ Other: _____

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☐ OFFICIAL ☐ POLITICAL ☒ 501(c)(3) ☐ OTHER _____
6. SPECIAL EXPENSES☐ Commercial Car Rental ☐ Taxi☐ Hotel

Name: _____

☐ Other: _____**TRAVEL ADVANCE REQUESTED**☐ Yes ☐ No ☐ Amount \$ _____

Recipient's

Signature: _____

Date: _____

*Please See Reverse Side for Further Instructions Regarding Travel Expenses***7. TRAVELER'S SIGNATURE:** _____

(I have read and agree to the terms set forth on the reverse side.)

8. APPROVING SIGNATURES:

Office Head: _____

Approving Official

(Political or Foreign Travel): _____

Deputy Assistant to the President
for Administration: _____**9. FOR TRANSPORTATION OFFICE USE ONLY:**

Control No. _____ Account: _____