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Collection:

Green, Max: Files, 1985-1988

Folder Title:

Travel New York City with Mari Maseng 01/16/1987

Box: 37

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THE WHITE HOUSE
WASHINGTON

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**THE WHITE HOUSE OFFICE
OFFICIAL TRAVEL AUTHORIZATION**

NO. 11524

Date of Request January 5, 1987

1. TRAVELER:

Name: Max Green ☒ White House Staff
Extension: 6270 Room: 196 ☐ Other: _____

2. PURPOSE(s) and DATE(s): Accompany Mari Maseng, Director, OPL to meetings
In New York City on January 16th.

3. ITINERARY: Washington, D.C. to New York and Return
(List all cities where stopovers occur.)

DEPARTURE			RETURN		
Date:	Time:	Mode:	Date:	Time:	Mode:
<u>1-16-87</u>	<u>A.M.</u>	<u>Air</u>	<u>1-16-87</u>	<u>P.M.</u>	<u>Air</u>

5. FUNDING SOURCE:

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

SPECIAL EXPENSES	TRAVEL ADVANCE REQUESTED
<input type="checkbox"/> Commercial Car Rental <input checked="" type="checkbox"/> Taxi	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Amount \$ _____
<input checked="" type="checkbox"/> Hotel <u>Sheraton Center</u> Name: _____	Recipient's Signature: _____
<input type="checkbox"/> Other: _____	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: _____

ORIGINAL (Return With Voucher)

(5-10-85)