

**SEMIANNUAL REPORT OF PAYMENTS ACCEPTED FROM A NON-FEDERAL SOURCE**

Form Approval.: **0416-GSA-SA**

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This report implements 31 U.S.C. 1353. It does not supersede other reports that may have to be filled when travel expenses are accepted under other authority. For definition and policies, see 41 CFR part 304-1.

|                                |                             |                               |                 |
|--------------------------------|-----------------------------|-------------------------------|-----------------|
| REPORTING DEPARTMENT OR AGENCY | REPORTING PERIOD            |                               |                 |
|                                | OCTOBER 1 - MARCH 31 (Year) | APRIL 1 - SEPTEMBER 30 (Year) | NEGATIVE REPORT |
|                                |                             |                               |                 |

| TRAVELER<br>(Name/Title)                   | EVENT   | LOCATION AND TRAVEL DATES       | BENEFITS ACCEPTED                        |                             |       |         |              |
|--|---|---------------------------------|--|-----------------------------|-------|---------|--------------|
|  | DESCRIPTION/SPONSOR/ DATES  |                                 | SOURCE                                   | DESCRIPTION                 | CHECK | IN-KIND | AMOUNT       |
| <b>EXAMPLES</b><br>John Smith<br>Secretary | Conference on Asia-Pacific Relations sponsored by Asia-Pacific Forum. | San Francisco, CA<br>8/11-13/93 | Asia-Pacific Forum<br>Pacific Rim Assoc. | Hotel                       | X     | X       | \$280        |
|  |   |                                 |  | Air Transportation<br>Meals |       | X       | 825<br>120   |
| Joyce Smith<br>Spouse of Secretary         | Conference on Asia-Pacific Relations sponsored by Asia-Pacific Forum. | San Francisco, CA<br>8/11-13/93 | Asia-Pacific Forum<br>Pacific Rim Assoc. | Air Transportation<br>Meals | X     | X       | \$825<br>120 |
| NAME                                       | DESCRIPTION   | LOCATION                        |  |                             |       |         |              |
| TITLE                                      | SPONSOR   | DATES                           |  |                             |       |         |              |
|  | DATES:  |                                 |  |                             |       |         |              |
| NAME                                       | DESCRIPTION   | LOCATION                        |  |                             |       |         |              |
| TITLE                                      | SPONSOR   | DATES                           |  |                             |       |         |              |
|  | DATES:  |                                 |  |                             |       |         |              |
| NAME                                       | DESCRIPTION   | LOCATION                        |  |                             |       |         |              |
| TITLE                                      | SPONSOR   | DATES                           |  |                             |       |         |              |
|  | DATES:  |                                 |  |                             |       |         |              |
| NAME                                       | DESCRIPTION   | LOCATION                        |  |                             |       |         |              |
| TITLE                                      | SPONSOR   | DATES                           |  |                             |       |         |              |
|  | DATES:  |                                 |  |                             |       |         |              |

| TRAVELER<br>(Name/Title) | EVENT                     | LOCATION AND<br>TRAVEL DATES | BENEFITS ACCEPTED |             |       |         |        |
|--------------------------|---------------------------|------------------------------|-------------------|-------------|-------|---------|--------|
|                          | DESCRIPTION/SPONSOR/DATES |                              | SOURCE            | DESCRIPTION | CHECK | IN-KIND | AMOUNT |
| NAME                     | DESCRIPTION               | LOCATION                     |                   |             |       |         |        |
|                          |                           |                              |                   |             |       |         |        |
| TITLE                    | SPONSOR                   | DATES                        |                   |             |       |         |        |
|                          | DATES:                    |                              |                   |             |       |         |        |
| NAME                     | DESCRIPTION               | LOCATION                     |                   |             |       |         |        |
|                          |                           |                              |                   |             |       |         |        |
| TITLE                    | SPONSOR                   | DATES                        |                   |             |       |         |        |
|                          | DATES:                    |                              |                   |             |       |         |        |
| NAME                     | DESCRIPTION               | LOCATION                     |                   |             |       |         |        |
|                          |                           |                              |                   |             |       |         |        |
| TITLE                    | SPONSOR                   | DATES                        |                   |             |       |         |        |
|                          | DATES:                    |                              |                   |             |       |         |        |
| NAME                     | DESCRIPTION               | LOCATION                     |                   |             |       |         |        |
|                          |                           |                              |                   |             |       |         |        |
| TITLE                    | SPONSOR                   | DATES                        |                   |             |       |         |        |
|                          | DATES:                    |                              |                   |             |       |         |        |
| NAME                     | DESCRIPTION               | LOCATION                     |                   |             |       |         |        |
|                          |                           |                              |                   |             |       |         |        |
| TITLE                    | SPONSOR                   | DATES                        |                   |             |       |         |        |
|                          | DATES:                    |                              |                   |             |       |         |        |