

Ronald Reagan Presidential Library  
Digital Library Collections

---

This is a PDF of a folder from our textual collections.

---

**Collection: Deaver, Michael**  
**Folder Title: Travel Vouchers 1981-1983 (5)**  
**Box: 59**

---

To see more digitized collections  
visit: <https://reaganlibrary.gov/archives/digital-library>

To see all Ronald Reagan Presidential Library inventories visit:  
<https://reaganlibrary.gov/document-collection>

Contact a reference archivist at: [reagan.library@nara.gov](mailto:reagan.library@nara.gov)

Citation Guidelines: <https://reaganlibrary.gov/citing>

National Archives Catalogue: <https://catalog.archives.gov/>

# WITHDRAWAL SHEET

## Ronald Reagan Library

**Collection Name** DEAVER, MICHAEL: FILES

**File Folder** TRAVEL VOUCHERS 1981-1983 (5)

**Box Number** 61

**Withdrawer**

KDB 8/29/2011

**FOIA**

F97-0066/19

COHEN, D

166

DOC NO	Doc Type	Document Description	No of Pages	Doc Date	Restrictions
1	FORM	TRAVEL VOUCHER (FORM SF1012) (FRONT ONLY)	1	1/12/1983	B6
2	FORM	TRAVEL VOUCHER (FORM SF1012) (FRONT ONLY)	1	1/25/1983	B6
3	FORM	DEPT. OF STATE TRAVEL REIMBURSEMENT VOUCHER (OPTIONAL FORM 189A) (FRONT ONLY)	1	9/30/1982	B6
4	FORM	TRAVEL VOUCHER (FORM SF 1012) (FRONT ONLY)	1	1/28/1983	B6
5	FORM	TRAVEL VOUCHER (FORM SF 1012) (FRONT ONLY)	1	12/13/1982	B6
6	FORM	TRAVEL VOUCHER (FORM SF 1012) (FRONT ONLY)	1	11/19/1982	B6
7	FORM	DEPT. OF STATE TRAVEL REIMBURSEMENT VOUCHER (OPTIONAL FORM 189A) (FRONT ONLY)	1	11/5/1982	B6

Freedom of Information Act - [5 U.S.C. 552(b)]

B-1 National security classified information [(b)(1) of the FOIA]

B-2 Release would disclose internal personnel rules and practices of an agency [(b)(2) of the FOIA]

B-3 Release would violate a Federal statute [(b)(3) of the FOIA]

B-4 Release would disclose trade secrets or confidential or financial information [(b)(4) of the FOIA]

B-6 Release would constitute a clearly unwarranted invasion of personal privacy [(b)(6) of the FOIA]

B-7 Release would disclose information compiled for law enforcement purposes [(b)(7) of the FOIA]

B-8 Release would disclose information concerning the regulation of financial institutions [(b)(8) of the FOIA]

B-9 Release would disclose geological or geophysical information concerning wells [(b)(9) of the FOIA]

C. Closed in accordance with restrictions contained in donor's deed of gift.

# WITHDRAWAL SHEET

Ronald Reagan Library

*Collection Name*

DEAVER, MICHAEL: FILES

*Withdrawer*

KDB 8/29/2011

*File Folder*

TRAVEL VOUCHERS 1981-1983 (5)

*FOIA*

F97-0066/19

COHEN, D

*Box Number*

61

166

---

*DOC Document Type*

*No of Doc Date Restric-*  
*pages tions*

*NO Document Description*

---

1 FORM

1 1/12/1983 B6

TRAVEL VOUCHER (FORM SF1012) (FRONT ONLY)

---

Freedom of Information Act - [5 U.S.C. 552(b)]

B-1 National security classified information [(b)(1) of the FOIA]

B-2 Release would disclose internal personnel rules and practices of an agency [(b)(2) of the FOIA]

B-3 Release would violate a Federal statute [(b)(3) of the FOIA]

B-4 Release would disclose trade secrets or confidential or financial information [(b)(4) of the FOIA]

B-6 Release would constitute a clearly unwarranted invasion of personal privacy [(b)(6) of the FOIA]

B-7 Release would disclose information compiled for law enforcement purposes [(b)(7) of the FOIA]

B-8 Release would disclose information concerning the regulation of financial institutions [(b)(8) of the FOIA]

B-9 Release would disclose geological or geophysical information concerning wells [(b)(9) of the FOIA]

C. Closed in accordance with restrictions contained in donor's deed of gift.

**SCHEDULE OF EXPENSES AND AMOUNTS CLAIMED**

**INSTRUCTIONS TO TRAVELER (Unlisted items are self-explanatory)**

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

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

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

(i) Complete for per diem and actual expense travel.

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

(m) Show per diem amount, limited to maximum rate, or if travel on actual expense, show the lesser of the amount from col. (j) or maximum rate.

(n) Show expenses, such as: taxi/limousine fares, air fare (if purchased with cash), local or long distance telephone calls for Government business, car rental, relocation other than subsistence, etc.

Complete this information if this is a continuation sheet. OF 1 PAGES

TRAVEL AUTHORIZATION NO. 2999

TRAVELER'S LAST NAME DEAVER

DATE	TIME (Hour and am/pm)	DESCRIPTION (Departure/arrival city, per diem computation, or other explanations of expense)	ITEMIZED SUBSISTENCE EXPENSES							MILEAGE RATE: NO. OF MILES (k)	AMOUNT CLAIMED				
			BREAK-FAST (d)	LUNCH (e)	DINNER (f)	TOTAL (g)	MISCELLANEOUS SUBSISTENCE (h)	LODGING (i)	TOTAL SUBSISTENCE EXPENSE (j)		MILEAGE (l)	SUBSISTENCE (m)	OTHER (n)		
an. 11	8:35 a.m.	Depart White House													
an. 11	10:50 a.m.	Arrive Dallas, TX													
an. 11	1:05 p.m.	Depart Dallas, TX													
an. 11	4:30 p.m.	Arrive Andrews AF													
an. 11	4:35 p.m.	Depart Andrews AF													
an. 11	4:50 pm	Arrive White House													
<i>No per diem within ten hour rule</i>															
<b>SUBTOTALS</b>															
<b>TOTALS</b>															

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

In compliance with the Privacy Act of 1974, the following information is provided: Solicitation of the information on this form is authorized by 5 U.S.C. Chap. 57 as implemented by the Federal Travel Regulations (FPMR 101-7), E.O. 11609 of July 22, 1971, E.O. 11012 of March 27, 1962, E.O. 9397 of November 22, 1943, and 26 U.S.C. 6011(b) and 6109. The primary purpose of the requested information is to determine payment or reimbursement to eligible individuals for allowable travel and/or relocation expenses incurred under appropriate administrative authorization and to record and maintain costs of such reimbursements to the Government. The information will be used by officers and employees who have a need for the information in the performance of their official duties. The information may be disclosed to appropriate Federal, State, local, or foreign agencies, when relevant to civil, criminal, or regulatory investigations or prosecutions, or when pursuant to a requirement by this agency in connection with the hiring or firing of an employee, the issuance of a security clearance, or investigations of the performance of official duty while in Government service. Your Social Security Account Number (SSN) is solicited under the authority of the Internal Revenue Code (26 U.S.C. 6011(b) and 6109) and E.O. 9397, November 22, 1943, for use as a tax payer and/or employee identification number; disclosure is MANDATORY on vouchers claiming travel and/or relocation allowance expense reimbursement which is, or may be, taxable income. Disclosure of your SSN and other requested information is voluntary in all other instances; however, failure to provide the information (other than SSN) required to support the claim may result in delay or loss of reimbursement.

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

**TOTAL AMOUNT CLAIMED**

THE WHITE HOUSE OFFICE  
OFFICIAL TRAVEL AUTHORIZATION

No. 2999

(TRAVELER TO COMPLETE SECTIONS 1-8.)

Date of Request January 10, 1983

1. TRAVELER

Name: NICHOLAS K. DEEVER  White House Staff  
Extension: 6475 Room: West Wing  Other

2. PURPOSE(S) and DATE(S): Travel with the President, January 11, 1983

3. ITINERARY Washington, DC to Dallas, TX and return  
(List all cities where stopover occurs.)

4. DEPARTURE: RETURN:  
Date: January 11, 1983 Date: January 11, 1983  
Time: 8:35 a.m. Time: 4:30 p.m.  
Mode: Government Air Mode: Government Air

5. NATURE:  100% Official  100% Political

6. SIGNATURES:  
Traveler: *Michael K. Deever*  
MICHAEL K. DEEVER (I have read and agree to the terms set forth on the reverse side)

Department Head *Thomas G. Shure* Approving Officer  
(Special Assistant to the President for Administration)

7. ESTIMATED COSTS: SPECIAL EXPENSES:  
No. of Days Per Diem 1  Registration Fee of \$ \_\_\_\_\_  
Hotel Name \_\_\_\_\_  Commercial Car Rental  
Hotel Daily Rate \$ \_\_\_\_\_  Excess Baggage  
Other \_\_\_\_\_  Other \_\_\_\_\_

8. TRAVEL ADVANCE REQUESTED:  YES  No Amount: \$ \_\_\_\_\_

Signature of Recipient: \_\_\_\_\_ Date: \_\_\_\_\_

REPAID: Amount \_\_\_\_\_ Date \_\_\_\_\_ Schedule \_\_\_\_\_ Balance this trip \_\_\_\_\_

9. FOR TRANSPORTATION OFFICE USE ONLY:

GTR No. \_\_\_\_\_ Amount \$ \_\_\_\_\_

code 103 / P12

# WITHDRAWAL SHEET

Ronald Reagan Library

*Collection Name*

DEAVER, MICHAEL: FILES

*Withdrawer*

KDB 8/29/2011

*File Folder*

TRAVEL VOUCHERS 1981-1983 (5)

*FOIA*

F97-0066/19  
COHEN, D

*Box Number*

61

166

---

<i>DOC Document Type</i>	<i>No of</i>	<i>Doc Date</i>	<i>Restric-</i>
<i>NO Document Description</i>	<i>pages</i>		<i>tions</i>
2 FORM	1	1/25/1983	B6
TRAVEL VOUCHER (FORM SF1012) (FRONT ONLY)			

---

**Freedom of Information Act - [5 U.S.C. 552(b)]**

- B-1 National security classified information [(b)(1) of the FOIA]
- B-2 Release would disclose internal personnel rules and practices of an agency [(b)(2) of the FOIA]
- B-3 Release would violate a Federal statute [(b)(3) of the FOIA]
- B-4 Release would disclose trade secrets or confidential or financial information [(b)(4) of the FOIA]
- B-6 Release would constitute a clearly unwarranted invasion of personal privacy [(b)(6) of the FOIA]
- B-7 Release would disclose information compiled for law enforcement purposes [(b)(7) of the FOIA]
- B-8 Release would disclose information concerning the regulation of financial institutions [(b)(8) of the FOIA]
- B-9 Release would disclose geological or geophysical information concerning wells [(b)(9) of the FOIA]

C. Closed in accordance with restrictions contained in donor's deed of gift.

THE WHITE HOUSE OFFICE  
OFFICIAL TRAVEL AUTHORIZATION

No. 2559

12/23/82

(TRAVELER TO COMPLETE SECTIONS 1-8.)

Date of Request \_\_\_\_\_

1. TRAVELER

Name: Michael K. Deaver  White House Staff

Extension: 6475 Room: 444  Other \_\_\_\_\_

2. PURPOSE(S) and DATE(S): Travelling with the President

3. ITINERARY L.A., Santa Barbara

(List all cities where stopover occurs.)

4. DEPARTURE: RETURN:

Date: December 28, 1982 Date: none

Time: 9:15 am Time: \_\_\_\_\_

Mode: American Airlines Mode: Crawler

5. NATURE:  100% Official  100% Political

6. SIGNATURES:

Traveler: [Signature]

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

\_\_\_\_\_  
Department Head Approving Officer  
(Special Assistant to the President for Administration)

7. ESTIMATED COSTS: SPECIAL EXPENSES:

No. of Days Per Diem \_\_\_\_\_  Registration Fee of \$ \_\_\_\_\_

Hotel Name \_\_\_\_\_  Commercial Car Rental \_\_\_\_\_

Hotel Daily Rate \$ \_\_\_\_\_  Excess Baggage \_\_\_\_\_

Other \_\_\_\_\_  Other \_\_\_\_\_

8. TRAVEL ADVANCE REQUESTED:  YES  No Amount: \$ \_\_\_\_\_

Signature of Recipient: \_\_\_\_\_ Date: \_\_\_\_\_

REPAID: Amount \_\_\_\_\_ Date \_\_\_\_\_ Schedule \_\_\_\_\_ Balance this trip \_\_\_\_\_

9. FOR TRANSPORTATION OFFICE USE ONLY:

GTR No. D7-583-605 Amount \$ 130.00

ISSUED BY **American Airlines**

PASSENGER TICKET AND BAGGAGE CHECK

ORIGIN

AIRLINE

FORM

SERIAL NUMBER

WASHINGTON DU 001:5407:601:643

LOS ANGELES WHITE HOUSE TRANS

WASHINGTON 95619

DATE AND PLACE OF ORIGINAL ISSUE 23 DEC 82

CONJUNCTION TICKETS /ULSXXM

ENDORSEMENTS CARBON  
PASSENGER'S COUPON

SUBJECT TO CONDITIONS OF CONTRACT ON PASSENGER'S COUPON

NAME OF PASSENGER NOT TRANSFERABLE

DEAVER/M  
UH2559

DATE OF ISSUE 23 DEC 82

FROM	CARRIER	FLIGHT	CLASS	DATE	TIME	STATUS	FARE BASIS/TKT. DESIGNATOR	NOT VALID BEFORE	NOT VALID AFTER	TALLOW
WASHINGTON DULLES	AA	77	M	28DEC	915A	OK	MDG			
LOS ANGELES										
VOID										
VOID										
VOID										

FARE 120.37 28DEC WASA LAX 130.00 TL 130.00

9.63

130.00

ROUTE CODE CPN 41452166700

41452166700

FORM OF PAYMENT

GTR D7-583-605

001 5407601643 3 □

ISSUED BY AMERICAN AIRLINES, INC. IMAILED TO THE RIGHT TO REPAIR TO ANY PERSON WHO HAS ACQUIRED A TICKET IN VIOLATION OF AIRCRAFT LAWS OR REGULATIONS.



TREASURY  
FISCAL SERVICE  
DIVISION OF  
DISBURSEMENT

WASHINGTON, D. C.

Check No. 99,378,035  
SYMBOL 3004

DO NOT FOLD, SPINDLE OR MUTILATE  
KNOW YOUR ENDORSER - REQUIRE IDENTIFICATION



United States Treasury 15-51  
000

PAY TO THE  
ORDER OF MICHAEL K DEEVER

MOI TH E Y Y E R  
01 28 83  
11010001

DOLLARS	CTS.
\$\$\$162	13

WHITE HOUSE  
V038WH

T/A 2559

*Henry H. Cook*  
FEDERAL DISBURSING OFFICER

3004

000000518 993780359



WESTIN HOTELS

# CENTURY PLAZA

2025 Avenue of the Stars, Los Angeles, California 90067 • 213 - 277-2000 • Telex No. 698-664

DEAVER, MICHAEL  
WHITE HOUSE STAFF

ARRIVAL	12/28/82
DEPARTURE	12/29/82
NO. IN PARTY	1
RATE	110.00

ACCT. NO. 4040404      ROOM NO. 1917  
 0029079

	DATE	DESCRIPTION	AMOUNT
1	12/28/82	ROOM...../1917/16222	\$110.00
2	12/28/82	ROOM TAX...../1917/16223	\$8.25
		*BALANCE DUE*	<del>\$118.25</del>
		<i>less tax</i>	<i>110.00</i>

COMPANY		STREET	
CITY		STATE	POSTAL CODE
SIGNATURE			

Regardless of charge instructions, the undersigned has reviewed the above charges and acknowledges them as a personal indebtedness and agrees to pay same upon demand. Should it become necessary to enforce payment of this obligation. The undersigned agrees to pay all costs of collection, including court costs and attorney's fees.

MS/ RATE SEG CTD AR: 12/29 CTD 102 GTD 71

*PR* 29  
3500  
CLERK

1 SGL. DBL. 2 BED. PLR. SUITE RMS. 1 1 PRS. ~~155.00~~ RATE PER DAY CODE

MADE BY 1/12/78/ PHONE

CODE  CASH  MAS  AE  E  
 VISA  DIN  CB  O

NO.	MEMO	DESCRIPTION	CHARGE/CREDIT	BALANCE
1				250.00
2		11A RTAX		17.50
3		TELEPHONE 12/25/78	240708	267.50
4				
5		1 A RTAX		267.50
6		1 A RTAX		250.00
7		1 A RTAX		17.50
8		TELEPHONE 1/10/78	240708	268.00
9				
10				
11		1 A RTAX		268.00
12		1 A RTAX		250.00
13		TELEPHONE 1/21/78	240708	268.50
14		1 A RTAX		268.50
15		1 A RTAX		250.00
16		1 A RTAX		17.50
17		TELEPHONE 1/21/78	240708	1070.00
18				
19		11B RTAX		1070.00
20		11B RTAX		1070.00
21		6 278 1/22/78	240708	.00
22		<i>less tax</i>		
23				
24				
25				
26				
27				
28				
29				
30				

**VIP GUEST**

**BILL ROOM & TAX**

*Clean  
1/2 to office space, 0.00*

BILLING SIG.  
BILLING ADDRESS  
STREET  
CITY STATE  
ATTENTION



BILLING ADDRESS \*WHS\*  
 STREET  
 CITY STATE ZIP  
 ATTENTION



MARRIOTT'S RANCHO LAS PALMAS RESORT  
 41800 BOB HOPE DRIVE  
 RANCHO MIRAGE, CALIFORNIA 92270  
 (714) 668-2727

VIP GUEST

MEMO	DESCRIPTION	CHARGE/CREDIT	BALANCE
1			
2	PHONE		50
3			
4			
5	PHONE		.50
6			
7			
8	LDIST - official		8.97
9	PHONE		.50
10			
11			
12	RMSRV - personal		6.47
13			
14			
15	31A PRBAD		16.90
16	31A FT CRT - official		15.28
17	GD95A12/30/82 2427DB		32.15
18			
19	TENSH - personal		3.90
20			
21			
22	PHONE		.50
23	FT CRT - official		15.78
24			
25			
26	RMSRV - official		9.48
27			
28			
29	T-1		
30			

No. BILLING SIG. DATE:

FOR TOLL FREE RESERVATIONS AT ANY MARRIOTT CALL  
 800-228-9290

2000 DEHUT, M LAST NAME INITIAL RATE SEG C/O REMARKS:

BILLING ADDRESS  
 STREET *WHS*  
 CITY STATE ZIP  
 ATTENTION



MEMO		DESCRIPTION	CHARGE/CREDIT	BALANCE
1	<i>DB - didn't p/o at desk</i>			
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
21				
22				
23				
24				
25				
26				
27				
28				
29				
30				

*ETCET - Official 14-64*

VIP GUEST  
 INCIDENTALS ONLY

No. *7* BILLING SIG. DATE:

FOR TOLL FREE RESERVATIONS AT ANY MARRIOTT CALL  
**800-228-9290**

MEMORANDUM

THE WHITE HOUSE

WASHINGTON

January 21, 1983

TO: ADMINISTRATIVE OFFICE  
TRAVEL SECTION

FROM: MICHAEL K. DEAVER  
Assistant to the President  
Deputy Chief of Staff

SUBJECT: TDY Charges



The following information is furnished regarding charges from the Marriott Rancho Las Palmas Resort during a Presidential trip from December 28, 1982 thru January 2, 1983:

- December 30, 1982 - Working breakfast on NSC matters.  
Attending - Judge Clark
- December 31, 1982 - Scheduling meeting:  
Attending: M. K. Deaver  
Wm Sittmann
- December 31, 1982 -- Press Briefing  
Attending: M. K. Deaver  
Wm Sittmann  
Wm P. Clark  
L. Speaks  
C. Fuller
- January 2, 1983 - Scheduling Mtg:  
Attending:  
M. K. Deaver  
Wm Sittmann  
Wm P. Clark  
L. Speaks  
C. Fuller

All telephone calls were of an official nature.

# WITHDRAWAL SHEET

Ronald Reagan Library

*Collection Name*

DEAVER, MICHAEL: FILES

*Withdrawer*

KDB 8/29/2011

*File Folder*

TRAVEL VOUCHERS 1981-1983 (5)

*FOIA*

F97-0066/19

COHEN, D

*Box Number*

61

166

---

*DOC Document Type*

*No of Doc Date Restric-*  
*pages tions*

*NO Document Description*

---

3 FORM

1 9/30/1982 B6

DEPT. OF STATE TRAVEL REIMBURSEMENT  
VOUCHER (OPTIONAL FORM 189A) (FRONT  
ONLY)

---

Freedom of Information Act - [5 U.S.C. 552(b)]

B-1 National security classified information [(b)(1) of the FOIA]

B-2 Release would disclose internal personnel rules and practices of an agency [(b)(2) of the FOIA]

B-3 Release would violate a Federal statute [(b)(3) of the FOIA]

B-4 Release would disclose trade secrets or confidential or financial information [(b)(4) of the FOIA]

B-6 Release would constitute a clearly unwarranted invasion of personal privacy [(b)(6) of the FOIA]

B-7 Release would disclose information compiled for law enforcement purposes [(b)(7) of the FOIA]

B-8 Release would disclose information concerning the regulation of financial institutions [(b)(8) of the FOIA]

B-9 Release would disclose geological or geophysical information concerning wells [(b)(9) of the FOIA]

C. Closed in accordance with restrictions contained in donor's deed of gift.

B. CLAIM (Show complete itinerary and/or transportation expenses for persons and things for which reimbursement is claimed; on effects, show weights/measures and attach all receipts.)

REMARKS (Names of dependents including date of birth (DOB) of dependent children, explanation for use of foreign registry ship, rates of exchange, etc.)

Dates 19 82 (A)	Local Time (B)	Itinerary and Description (C)	Per Diem Days (D)	Daily Rate (E)	Amount		
					Per Diem (F)	Other (G)	
FORWARDED							
11/30	12:00m	depart AAFB	1/2	23.00	5.75		
	10:30p	arrive Brasilia, Brazil	1/2	6.00	1.50		
12/3	9:15a	depart Brasilia	2 1/2	36.00	90.00		
	7:45p	arrive San Jose, Costa Rica	1/2	6.00	3.00		
12/4	2:15p	depart San Jose	3/4	28.00	21.00		
	12:00m	arrive AAFB	1/4	6.00	1.50		
GRAND TOTAL TO ITEM 12A ON FACE OF VOUCHER (Subtotals To Be Carried Forward)					122.75		

PRIVACY ACT STATEMENT Authority: E.O. 9397, dated November 22, 1943 and 5 U.S.C. 5705  
 Use of your social security number (SSN) is mandatory to process your application or claim. It is used in the mechanized travel advance data system, in addition to your name, as an identifier to assure crediting advances and reimbursements to the right person. Your providing your number will facilitate faster, more accurate processing. If you do not provide your SSN at this time, it must be researched manually with attendant delay, and with the possibility of errors if your claim is confused with that of another person having a similar name. Completed forms are subject to audit by the Department of State and General Accounting Office.

MEMORANDUM



THE WHITE HOUSE OFFICE  
OFFICIAL TRAVEL AUTHORIZATION

No. 9780

(TRAVELER TO COMPLETE SECTIONS 1-8.)

Date of Request November 30, 1982

1. TRAVELER

Name: Michael K. Deaver  White House Staff

Extension: 6475 Room: West Wing  Other

2. PURPOSE(S) and DATE(S): To accompany the President; November 30th to December 4th; Mr. Deaver will continue on to California until December 8th.

3. ITINERARY Brazil, Columbia, Costa Rica, San Francisco, Sacramento, Los Angeles, San Diego  
(List all cities where stopover occurs.)

4. DEPARTURE: RETURN:

Date: November 30, 1982 Date: December 8, 1982

Time: 11:40 a.m. Time: 4:30 p.m.

Mode: Air Force 1 Mode: Military Aircraft

5. NATURE:  100% Official  100% Political  State

6. SIGNATURES:

Traveler: [Signature]

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

Department Head [Signature] Approving Officer [Signature]  
(Special Assistant to the President for Administration)

7. ESTIMATED COSTS:

SPECIAL EXPENSES:

No. of Days Per Diem \_\_\_\_\_  Registration Fee of \$ \_\_\_\_\_

Hotel Name \_\_\_\_\_  Commercial Car Rental

Hotel Daily Rate \$ \_\_\_\_\_  Excess Baggage

Other \_\_\_\_\_  Other \_\_\_\_\_

8. TRAVEL ADVANCE REQUESTED:  YES  No Amount: \$ \_\_\_\_\_

Signature of Recipient: \_\_\_\_\_ Date: \_\_\_\_\_

REPAID: Amount \_\_\_\_\_ Date \_\_\_\_\_ Schedule \_\_\_\_\_ Balance this trip \_\_\_\_\_

9. FOR TRANSPORTATION OFFICE USE ONLY:

GTR No. \_\_\_\_\_ Amount \$ \_\_\_\_\_

2397

15-55/540

Nov. 29 19 82

PAY TO THE ORDER OF Michael Deaver

\$ 200.00

Two Hundred and no/100 ----- DOLLARS

AMERICAN SECURITY BANK, N.A.  
STATE DEPARTMENT OFFICE  
WASHINGTON, D.C.

*George Lubell*

FOR

⑈002397⑈ ⑆054000551⑆20⑈862 92 620⑈

RUOCO 01

*Check for California  
part of the trip.  
Advance for Bratton*

# WITHDRAWAL SHEET

## Ronald Reagan Library

*Collection Name*

DEAVER, MICHAEL: FILES

*Withdrawer*

KDB 8/29/2011

*File Folder*

TRAVEL VOUCHERS 1981-1983 (5)

*FOIA*

F97-0066/19

COHEN, D

*Box Number*

61

166

---

*DOC Document Type*

*No of*

*Doc Date*

*Restric-*

*NO Document Description*

*pages*

*tions*

---

4 FORM

1 1/28/1983 B6

TRAVEL VOUCHER (FORM SF 1012) (FRONT ONLY)

---

Freedom of Information Act - [5 U.S.C. 552(b)]

B-1 National security classified information [(b)(1) of the FOIA]

B-2 Release would disclose internal personnel rules and practices of an agency [(b)(2) of the FOIA]

B-3 Release would violate a Federal statute [(b)(3) of the FOIA]

B-4 Release would disclose trade secrets or confidential or financial information [(b)(4) of the FOIA]

B-6 Release would constitute a clearly unwarranted invasion of personal privacy [(b)(6) of the FOIA]

B-7 Release would disclose information compiled for law enforcement purposes [(b)(7) of the FOIA]

B-8 Release would disclose information concerning the regulation of financial institutions [(b)(8) of the FOIA]

B-9 Release would disclose geological or geophysical information concerning wells [(b)(9) of the FOIA]

C. Closed in accordance with restrictions contained in donor's deed of gift.

**SCHEDULE OF EXPENSES AND AMOUNTS CLAIMED**

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

Complete this information if this is a continuation sheet.  
 PAGE 1 OF 1 PAGES  
 TRAVELER'S LAST NAME  
 DEEVER  
 TRAVEL AUTHORIZATION NO.

DATE	TIME (Hour and am/pm)	DESCRIPTION (Departure/arrival city, per diem computation, or other explanations of expense)	ITEMIZED SUBSISTENCE EXPENSES							MILEAGE RATE	AMOUNT CLAIMED						
			BREAK-FAST (d)	LUNCH (e)	DINNER (f)	TOTAL (g)	MISCELLANEOUS SUBSISTENCE (h)	LODGING (i)	TOTAL SUBSISTENCE EXPENSE (j)		MILEAGE (k)	MILEAGE (l)	SUBSISTENCE (m)	OTHER (n)			
C. 5	2:00 am	Arr San Francisco															
C. 5	11:15 am	Dep San Francisco															
C. 5	11:45 am	Arr Sacramento															
C. 5	2:30 pm	Dep Sacramento															
C. 5	3:35 pm	Arr Santa Barbara															
C. 6	10:20 am	Dep Santa Barbara															
C. 6	11:05 am	Arr Palm Springs															
C. 6	1:45 pm	Dep Palm Springs															
C. 6	2:15 pm	Arr Los Angeles															
C. 7	11:50 am	Dep Los Angeles															
C. 7	12:25 pm	Arr San Diego															
C. 8	9:00 am	Dep San Diego															
C. 8	5:00 pm	Arrive Andrews AF Base															
If additional space is required, continue on another SF 1012-A BACK, leaving the front blank.																	
PHR DIFM: 12/5 12:01 a.m. to 12/8 6:00 p.m. 3-3/4 X 67.5% OF \$75.00																	
TOTALS																	
SUBTOTALS																	
TOTALS																	
Enter grand total of columns (l), (m) and (n), below and in item 13 on the front of this form.																	
TOTAL AMOUNT CLAIMED																	
189.84																	



United States Department of State

Washington, D.C. 20520

February 23, 1983

MEMORANDUM

TO : The Honorable Michael Deaver  
Assistant to the President and  
Deputy Chief of Staff  
The White House

FROM : Rowena Hood *RH*  
Office of Protocol

SUBJECT: Travel Voucher

Attached is a copy of your travel voucher in connection with the advance to the West Coast December 5 - 8, 1982 for the visit of the Queen of England.

Your travel advance was figured to cover travel from December 4 - 8 from information given to me on November 29. Unfortunately, the dates of your travel were slightly different and you were overpaid the amount of \$10.16.

Also attached are copies of hotel bills which include personal charges which are to come out of your per diem:

Santa Barbara Biltmore	\$ 6.20
Beverly Wilshire Hotel	\$21.33

Therefore, you owe the Office of Protocol the total of \$37.69. Please send your check in this amount payable to the Office of Protocol to my attention, Room 1238, Department of State, to clear up the account.

Travelers Express Company, Inc.

351 6569 081



REFER TO THIS NUMBER FOR PROMPT SERVICE

DATE \_\_\_\_\_  
**PURCHASER'S RECEIPT**

**PAY TO THE ORDER OF** Office of Protocol

**NON-NEGOTIABLE**

**THE SUM 37 AND 69 CTS**

**AMOUNT** \_\_\_\_\_

*Michael K. Deever* **CONTRACT** The White House  
Washington, DC

By act of purchasing the accompanying money order, Purchaser agrees with Travelers Express Company, Inc. (Travelers) that: Travelers, without waiving any other defense, shall not pay any sum on said money order or on the underlying transaction unless money order or this receipt is physically surrendered to Travelers. If money order is not presented for payment within 3 years, the sum payable on the underlying transaction shall be increased by a service charge of 25¢ per month from date of purchase up to a maximum of \$21.00. Purchaser shall immediately sign money order in behalf of Travelers and complete same. This contract is also binding on assigns or other successor of either party.

618 DEAVER, MICHAEL  
 LAST NAME FIRST

RATE CO T.A. AR CO GTD

COMPANY NAME AR SHARING WITH CODE

REET CLK. MADE BY PHONE

MARKS

TY STATE ZIP CODE SEG.

GL DBL TWIN PLR SUITE RMS PRS RATE PER DAY


Cash  Visa  Mas  Ex  Am  Din  CB CODE

MEMO	DATE	REFERENCE	CHARGES	CREDITS	BALANCE	PREVIOUS BALANCE PICK-UP
						++0.00
						++5.25 P
						++7.35 P
						++11.35 B
						++19.20 P
	12/05	RESTA	6.20 ✓			++25.40 P
						++252.20 C
						++253.45 A
						++257.72 A
						++17.00 A

BILLING ADDRESS BILLING SIGNATURE

REET STATE

ATTENTION

 *Marriott's Santa Barbara Biltmore*  
 1260 Channel Drive, Santa Barbara, California 93108  
 For reservations call 805-969-2261, or toll-free 800-228-9290

**TOLL FREE RESERVATIONS CALL 800-228-9290**

*Louise Courtin*

# Beverly Wilshire Hotel

9500 Wilshire Boulevard  
Beverly Hills, California 90212  
(213) 275-4282

THIS IS YOUR INVOICE  
Please return remittance to  
**Beverly Wilshire Hotel**  
DEPT. 31812  
LOS ANGELES, CA 90088

DEAVER, HONORABLE MICHAEL  
OFFICE OF PROTOCOL, ROOM 1238  
DEPARTMENT OF STATE  
WASH, D C ATTN ROWENA HOOD  
20520

ARRIVAL	12/06/82
DEPARTURE	12/07/82
NO. IN PARTY	1
RATE	253.00

ACCOUNT NO. 278321

ROOM NO 775

#	DATE	DESCRIPTION	AMOUNT
1	12/06/82	LONG DISTANCE/775/ (202)395-2000	11.84
2	12/06/82	LONG DISTANCE/775/ (202)395-2000	3.24
3	12/06/82	LOCAL PHONE/775/19 2 LOCAL CALLS	1.50
4	12/06/82	LONG DISTANCE/775/ (202)395-2000	6.68
5	12/06/82	ROOM SERVICE/775/1	6.33 ✓
6	12/06/82	VALET/775/1	15.00 ✓
7	12/06/82	ROOM/775/20694	253.00
8	12/06/82	ROOM TAX/775/20695	17.71
9	12/06/82	R.H.LICENSE TAX/775/20696	3.04
10	12/06/82	ROOM/775/20697	63.25 CR
11	12/06/82	ROOM TAX/775/20699	4.55 CR
12	12/07/82	LOCAL PHONE/775/12 1 LOCAL CALLS	.75
13	12/07/82	LOCAL PHONE/775/4 1 LOCAL CALLS	.75
14	12/07/82	GROUP TRANSFER/775/21550	252.04 CR
		GROUP CHECK-OUT MR	
		*BALANCE DUE*	.00

COMPANY

STREET

I AGREE THAT MY LIABILITY FOR THIS BILL IS NOT WAIVED AND AGREE TO BE HELD PERSONALLY LIABLE IN THE EVENT THAT THE INDICATED PERSON, COMPANY, OR ASSOCIATION FAILS TO PAY FOR ANY PART OR THE FULL AMOUNT OF THESE CHARGES

CITY

ZIP CODE

SIGNATURE X \_\_\_\_\_



# WITHDRAWAL SHEET

Ronald Reagan Library

*Collection Name*

DEAVER, MICHAEL: FILES

*Withdrawer*

KDB 8/29/2011

*File Folder*

TRAVEL VOUCHERS 1981-1983 (5)

*FOIA*

F97-0066/19

COHEN, D

*Box Number*

61

166

---

*DOC Document Type*

*No of Doc Date Restric-*  
*pages tions*

*NO Document Description*

---

5 FORM

1 12/13/1982 B6

TRAVEL VOUCHER (FORM SF 1012) (FRONT ONLY)

---

Freedom of Information Act - [5 U.S.C. 552(b)]

B-1 National security classified information [(b)(1) of the FOIA]

B-2 Release would disclose internal personnel rules and practices of an agency [(b)(2) of the FOIA]

B-3 Release would violate a Federal statute [(b)(3) of the FOIA]

B-4 Release would disclose trade secrets or confidential or financial information [(b)(4) of the FOIA]

B-6 Release would constitute a clearly unwarranted invasion of personal privacy [(b)(6) of the FOIA]

B-7 Release would disclose information compiled for law enforcement purposes [(b)(7) of the FOIA]

B-8 Release would disclose information concerning the regulation of financial institutions [(b)(8) of the FOIA]

B-9 Release would disclose geological or geophysical information concerning wells [(b)(9) of the FOIA]

C. Closed in accordance with restrictions contained in donor's deed of gift.

THE WHITE HOUSE OFFICE  
OFFICIAL TRAVEL AUTHORIZATION

No. 2572

(TRAVELER TO COMPLETE SECTIONS 1-8.)

Date of Request November 22, 1982

1. TRAVELER

Name: MICHAEL K. DEEVER  White House Staff

Extension: 6475 Room: West Wing  Other

2. PURPOSE(S) and DATE(S): To join the President November 28 - 29, 1982

3. ITINERARY Los Angeles - Santa Barbara  
(List all cities where stopover occurs.)

4. DEPARTURE: RETURN:

Date: November 28, 1982 Date: November 29, 1982

Time: 0800 Time: approx 6:30

Mode: Government Air Mode: Government Air

5. NATURE:  100% Official  100% Political

6. SIGNATURES:

Traveler: *[Signature]*

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

MICHAEL K. DEEVER

Department Head

*[Signature]* 11/30  
Approving Officer  
(Special Assistant to the President for Administration)

7. ESTIMATED COSTS: SPECIAL EXPENSES:

No. of Days Per Diem \_\_\_\_\_  Registration Fee of \$ \_\_\_\_\_

Hotel Name \_\_\_\_\_  Commercial Car Rental

Hotel Daily Rate \$ \_\_\_\_\_  Excess Baggage

Other \_\_\_\_\_  Other \_\_\_\_\_

8. TRAVEL ADVANCE REQUESTED:  YES  No Amount: \$ \_\_\_\_\_

Signature of Recipient: \_\_\_\_\_ Date: \_\_\_\_\_

REPAID: Amount \_\_\_\_\_ Date \_\_\_\_\_ Schedule \_\_\_\_\_ Balance this trip \_\_\_\_\_

9. FOR TRANSPORTATION OFFICE USE ONLY:

GTR No. \_\_\_\_\_ Amount \$ \_\_\_\_\_

10/27/82

ROOM NAME RATE DATE IN OUT

# Sheraton Santa Barbara Hotel & Spa

## 034229

CITY & STATE

SPECIAL INSTRUCTIONS

ADVANCE DEPOSIT

W.H. STAFF

RM & TAX ONLY

314 2 0050 0 DEB

- 1
- 2
- 3
- 4
- 5
- 6
- 7
- 8
- 9
- 10
- 11
- 12
- 13
- 14
- 15
- 16
- 17
- 18
- 19
- 20
- 21
- 22
- 23
- 24
- 25
- 26
- 27
- 28
- 29
- 30
- 31
- 32
- 33
- 34

NOV 28 PREY BAL  
 218859 ROOM 314-2  
 NOV 28 PREY BAL  
 NOV 28 ROOM 50.00  
 NOV 28 TAX 3.00  
 319020 ROOM 314-2 53.  
 NOV 29 DIRECT B 53.00-  
 119180 ROOM 314-2  
 -----CHECKOUT-02:25PM-----

5300 Rm/Tax

I agree that my liability for this bill is not waived and agree to be held personally liable in the event that the indicated persons, company or association fails to pay for any part or the full amount of these charges.

PAY LAST AMOUNT SHOWN IN THIS COLUMN

SIGNATURE

ROOM NO.	RATE	* PERSONS
	50	1

CHARGE TO

## 034229

**TREASURY**  
FISCAL SERVICE  
DIVISION OF  
DISBURSEMENT

WASHINGTON, D. C.

Check No. 49,180,260

SYMBOL 3004

DO NOT FOLD, SPINDLE OR MUTILATE  
KNOW YOUR ENDORSER . . . REQUIRE IDENTIFICATION



*United States Treasury* 15-51  
000

PAY TO THE  
ORDER OF MICHAEL K DEEVER

MONTH	DAY	YEAR
12	17	82

11010001

DOLLARS	CTS.
*****52	50

WHITE HOUSE  
V023WH

T/A 2572

*Henry H. Coker*  
REGIONAL DISBURSING OFFICER

⑈ 3004 1 ⑈

⑆000000518⑆ 491802608⑈

# WITHDRAWAL SHEET

Ronald Reagan Library

*Collection Name*

DEAVER, MICHAEL: FILES

*Withdrawer*

KDB 8/29/2011

*File Folder*

TRAVEL VOUCHERS 1981-1983 (5)

*FOIA*

F97-0066/19

COHEN, D

*Box Number*

61

166

---

*DOC Document Type*

*No of Doc Date Restriction*

*NO Document Description*

*pages*

*tions*

6 FORM

1 11/19/1982 B6

TRAVEL VOUCHER (FORM SF 1012) (FRONT ONLY)

---

Freedom of Information Act - [5 U.S.C. 552(b)]

B-1 National security classified information [(b)(1) of the FOIA]

B-2 Release would disclose internal personnel rules and practices of an agency [(b)(2) of the FOIA]

B-3 Release would violate a Federal statute [(b)(3) of the FOIA]

B-4 Release would disclose trade secrets or confidential or financial information [(b)(4) of the FOIA]

B-6 Release would constitute a clearly unwarranted invasion of personal privacy [(b)(6) of the FOIA]

B-7 Release would disclose information compiled for law enforcement purposes [(b)(7) of the FOIA]

B-8 Release would disclose information concerning the regulation of financial institutions [(b)(8) of the FOIA]

B-9 Release would disclose geological or geophysical information concerning wells [(b)(9) of the FOIA]

C. Closed in accordance with restrictions contained in donor's deed of gift.

**SCHEDULE OF EXPENSES AND AMOUNTS CLAIMED**

**INSTRUCTIONS TO TRAVELER (Unlisted items are self-explanatory)**

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

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

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

(i) Complete for per diem and actual expense travel.

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

(m) Show per diem amount, limited to maximum rate, or if travel on actual expense, show the lesser of the amount from col. (i) or maximum rate.

(n) Show expenses, such as: taxi/limousine fares, air fare (if purchased with cash), local or long distance telephone calls for Government business, car rental, relocation other than subsistence, etc.

Complete this information if this is a continuation sheet. OF 1 PAGES

TRAVELER'S LAST NAME  
DEAVER

TRAVEL AUTHORIZATION NO.

DATE	TIME (Hour and am/pm)	DESCRIPTION (Departure/arrival city, per diem computation, or other explanations of expense)	ITEMIZED SUBSISTENCE EXPENSES							MILEAGE RATE: NO. OF MILES (k)	AMOUNT CLAIMED					
			BREAK-FAST (d)	LUNCH (e)	DINNER (f)	TOTAL (g)	MISCELLANEOUS SUBSISTENCE (h)	LODGING (i)	TOTAL SUBSISTENCE EXPENSE (j)		MILEAGE (l)	SUBSISTENCE (m)	OTHER (n)			
Nov. 13	12:50 pm	Dep White House														
Nov. 13	1:05 pm	Arr Andrews AF Base														
Nov. 13	1:10 pm	Dep Andrews AF Base														
Nov. 13	1:50 pm	Arr Chicago, IL														
Nov. 13	4:35 pm	Dep Chicago, IL														
Nov. 13	7:05 pm	Arr Andrews AF Base														
Nov. 13	7:10 pm	Dep Andrews AF Base														
Nov. 13	7:25 pm	Arr White House														
<i>No Per diem within ten hour work day</i>																
<b>SUBTOTALS</b>																
<b>TOTALS</b>																

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

In compliance with the Privacy Act of 1974, the following information is provided: Solicitation of the information on this form is authorized by 5 U.S.C. Chap. 57 as implemented by the Federal Travel Regulations (FPMR 101-7), E.O. 11609 of July 22, 1971, E.O. 11012 of March 27, 1962, E.O. 9397 of November 22, 1943, and 26 U.S.C. 6011(b) and 6109. The primary purpose of the requested information is to determine payment or reimbursement to eligible individuals for allowable travel and/or relocation expenses incurred under appropriate administrative authorization and to record and maintain costs of such reimbursements to the Government. The information will be used by officers and employees who have a need for the information in the performance of their official duties. The information may be disclosed to appropriate Federal, State, local, or foreign agencies, when relevant to support the claim may result in delay or loss of reimbursement.

criminal, or regulatory investigations or prosecutions, or when pursuant to a requirement by this agency in connection with the hiring or firing of an employee, the issuance of a security clearance, or investigations of the performance of official duty while in Government service. Your Social Security Account Number (SSN) is solicited under the authority of the Internal Revenue Code (26 U.S.C. 6011(b) and 6109) and E.O. 9397, November 22, 1943, for use as a tax payer and/or employee identification number; disclosure is MANDATORY on vouchers claiming travel and/or relocation allowance expense reimbursement which is, or may be, taxable income. Disclosure of your SSN and other requested information is voluntary in all other instances; however, failure to provide the information (other than SSN) required to support the claim may result in delay or loss of reimbursement.

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

**TOTAL AMOUNT CLAIMED**

THE WHITE HOUSE OFFICE  
OFFICIAL TRAVEL AUTHORIZATION

No. 2574

(TRAVELER TO COMPLETE SECTIONS 1-8.)

Date of Request November 11, 1982

1. TRAVELER

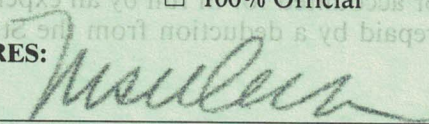
Name: MICHAEL K. DEEVER  White House Staff  
Extension: 6475 Room: \_\_\_\_\_  Other West Wing


2. PURPOSE(S) and DATE(S):  
To accompany President Reagan

3. ITINERARY To Chicago and return  
(List all cities where stopover occurs.)

4. DEPARTURE: RETURN:  
Date: November 13, 1982 Date: November 13, 1982  
Time: 1:00 PM (Approx) Time: 7:30 PM (Approx.)  
Mode: Government Air Mode: Government Air

5. NATURE:  100% Official  100% Political


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

Department Head \_\_\_\_\_  
Approving Officer   
(Special Assistant to the President for Administration)

7. ESTIMATED COSTS: SPECIAL EXPENSES:  
No. of Days Per Diem \_\_\_\_\_  Registration Fee of \$ \_\_\_\_\_  
Hotel Name \_\_\_\_\_  Commercial Car Rental  
Hotel Daily Rate \$ \_\_\_\_\_  Excess Baggage  
Other \_\_\_\_\_  Other \_\_\_\_\_

8. TRAVEL ADVANCE REQUESTED:  YES  No Amount: \$ \_\_\_\_\_  
Signature of Recipient: \_\_\_\_\_ Date: \_\_\_\_\_  
REPAID: Amount \_\_\_\_\_ Date \_\_\_\_\_ Schedule \_\_\_\_\_ Balance this trip \_\_\_\_\_

9. FOR TRANSPORTATION OFFICE USE ONLY:  
GTR No. \_\_\_\_\_ Amount \$ \_\_\_\_\_

code 103 

THE WHITE HOUSE OFFICE  
OFFICIAL TRAVEL AUTHORIZATION

No. 0123

(TRAVELER TO COMPLETE SECTIONS 1-8.)

Date of Request August 10, 1982

1. TRAVELER

Name: MICHAEL K. DEEVER  White House Staff

Extension: 6475 Room: West Wing  Other

2. PURPOSE(S) and DATE(S): Homestead and Greenbrier, VA

August 16, 1982

3. ITINERARY Homestead and Greenbrier - Economic

(List all cities where stopover occurs.)

4. DEPARTURE: RETURN:

Date: August 16, 1982 Date: August 16, 1982

Time: 8:15 a.m. Time: Approx. 3:15 p.m.

Mode: Government Air Mode: Government Air

5. NATURE:  100% Official  100% Political State

6. SIGNATURES:

Traveler: *[Signature]*

**MICHAEL K. DEEVER**

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

Department Head

*[Signature]*  
Approving Officer  
(Special Assistant to the President for Administration)

7. ESTIMATED COSTS: SPECIAL EXPENSES:

No. of Days Per Diem \_\_\_\_\_  Registration Fee of \$ \_\_\_\_\_

Hotel Name \_\_\_\_\_  Commercial Car Rental

Hotel Daily Rate \$ \_\_\_\_\_  Excess Baggage

Other \_\_\_\_\_  Other \_\_\_\_\_

8. TRAVEL ADVANCE REQUESTED:  YES  No Amount: \$ \_\_\_\_\_

Signature of Recipient: \_\_\_\_\_ Date: \_\_\_\_\_

REPAID: Amount \_\_\_\_\_ Date \_\_\_\_\_ Schedule \_\_\_\_\_ Balance this trip \_\_\_\_\_

9. FOR TRANSPORTATION OFFICE USE ONLY:

GTR No. \_\_\_\_\_ Amount \$ \_\_\_\_\_

code 103 -0-

(8/13/81)



THE WHITE HOUSE

WASHINGTON

August 6, 1982

Monday, August 16, 1982 -- Homestead and Greenbrier

8:15 a.m. Depart West Basement (via van)

8:45 a.m. Arrive Andrews Air Force Base

9:00 a.m. Depart Andrews Air Force Base (via C-140)  
Breakfast

9:40 a.m. Arrive Ingalls Field  
(A limousine will meet you at the field and  
transport to the Homestead)

10:00 a.m. Discussion of facilities hosted by John Kenny,  
Director of Sales

11:10 a.m. Tour facilities of Homestead

12:20 p.m. Depart Ingalls Field (via VH-1N)

12:40 p.m. Arrive Greenbrier Airport  
(A limousine will meet you at the field and  
transport to Greenbrier)

12:55 p.m. Luncheon meeting with Jack Horton, Director of  
Conferences

1:25 p.m. Tour of support facilities at Greenbrier

2:10 p.m. Depart Greenbrier Airport (via VH-1N)

2:30 p.m. Arrive Ingalls Field

2:35 p.m. Depart Ingalls Field (via C-140)

3:15 p.m. Arrive Andrews Air Force Base

Homestead

Mr. John Kenny, Director of Sales  
703/839-5500

Greenbrier

Mr. Jack Horton, Director of Conferences  
304/536-1110

MANIFEST

Michael Deaver  
William Sittmann  
Thomas Quinn  
Col. Millner

# WITHDRAWAL SHEET

Ronald Reagan Library

*Collection Name*

DEAVER, MICHAEL: FILES

*Withdrawer*

KDB 8/29/2011

*File Folder*

TRAVEL VOUCHERS 1981-1983 (5)

*FOIA*

F97-0066/19

COHEN, D

*Box Number*

61

166

---

*DOC Document Type*

*No of*

*Doc Date*

*Restric-*

*NO Document Description*

*pages*

*tions*

---

7 FORM

1 11/5/1982 B6

DEPT. OF STATE TRAVEL REIMBURSEMENT  
VOUCHER (OPTIONAL FORM 189A) (FRONT  
ONLY)

---

**Freedom of Information Act - [5 U.S.C. 552(b)]**

B-1 National security classified information [(b)(1) of the FOIA]

B-2 Release would disclose internal personnel rules and practices of an agency [(b)(2) of the FOIA]

B-3 Release would violate a Federal statute [(b)(3) of the FOIA]

B-4 Release would disclose trade secrets or confidential or financial information [(b)(4) of the FOIA]

B-6 Release would constitute a clearly unwarranted invasion of personal privacy [(b)(6) of the FOIA]

B-7 Release would disclose information compiled for law enforcement purposes [(b)(7) of the FOIA]

B-8 Release would disclose information concerning the regulation of financial institutions [(b)(8) of the FOIA]

B-9 Release would disclose geological or geophysical information concerning wells [(b)(9) of the FOIA]

C. Closed in accordance with restrictions contained in donor's deed of gift.

18. CLAIM (Show complete itinerary and/or transportation expenses for persons and things for which reimbursement is claimed; on effects, show weights, measures and attach all receipts.)

REMARKS (Names of dependents including date of birth (DOB) of dependent children, explanation for use of foreign registry ship, rates of exchange, etc.)

Dates 19 52 (A)	Local Time (B)	Itinerary and Description (C)	Per Diem Days (D)	Daily Rate (E)	Amount		
					Per Diem (F)	Other (G)	
FORWARDED							
11/5	10:00a	depart AAFB	1/2	23.00	5.75		
	8:30p	arrive Brasilia, Brazil	1/2	6.00	3.00		
11/6	1:00p	depart Brazilia	3/4	36.00	27.00		
	2:20p	arrive Sao Paulo, Brazil					
	6:30p	depart Sao Paulo					
	7:30p	arrive Rio de Janerio, Brazil	1/4	6.00	1.50		
11/7	10:00a	depart Rio de Janerio	1/2	51.00	25.50		
	1:30p	arrive Bogota, Colombia					
	5:00p	depart Bogota					
	6:15p	arrive Cartegena, Colombia	1/4	6.00	1.50		
11/8	11:00a	depart Cartegena	3/4	43.00	32.25		
	11:35a	arrive San Jose, Costa Rica					
	4:00p	depart San Jose					
	9:40p	arrive AAFB	1/2	6.00	3.00		
GRAND TOTAL TO ITEM 12A ON FACE OF VOUCHER (Subtotals To Be Carried Forward)					99.50		

PRIVACY ACT STATEMENT

Authority: E.O. 9397, dated November 22, 1943 and 5 U.S.C. 5705

Use of your social security number (SSN) is mandatory to process your application or claim. It is used in the mechanized travel advance data system, in addition to your name, as an identifier to assure crediting advances and reimbursements to the right person. Your providing your number will facilitate faster, more accurate processing. If you do not provide your SSN at this time, it must be researched manually with attendant delay, and with the possibility of errors if your claim is confused with that of another person having a similar name. Completed forms are subject to audit by the Department of State and General Accounting Office.

MEMORANDUM

THE WHITE HOUSE OFFICE  
OFFICIAL TRAVEL AUTHORIZATION

No. 2552

(TRAVELER TO COMPLETE SECTIONS 1-8.)

Date of Request November 1, 1982

1. TRAVELER

Name: MICHAEL K. DEEVER  White House Staff

Extension: 6475 Room: West Wing  Other

2. PURPOSE(S) and DATE(S): Survey Site trip to South America, November 5 - 8, 1982

3. ITINERARY Brazilia, Sao Paulo, Rio De Janeiro, Bogota, Cartagena, San

(List all cities where stopover occurs.)

4. DEPARTURE:

RETURN:

Date: Friday, November 5, 1982

Date: Monday, November 8, 1982

Time: 9:00 a.m.

Time: 9:40 p.m.

Mode: Government Air

Mode: Government Air

5. NATURE:  100% Official  100% Political

6. SIGNATURES:

Traveler:

MICHAEL K. DEEVER

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

Department Head

Approving Officer

(Special Assistant to the President for Administration)

7. ESTIMATED COSTS:

SPECIAL EXPENSES:

No. of Days Per Diem \_\_\_\_\_  Registration Fee of \$ \_\_\_\_\_

Hotel Name \_\_\_\_\_  Commercial Car Rental

Hotel Daily Rate \$ \_\_\_\_\_  Excess Baggage

Other \_\_\_\_\_  Other \_\_\_\_\_

8. TRAVEL ADVANCE REQUESTED:  YES  No Amount: \$ \_\_\_\_\_

Signature of Recipient: \_\_\_\_\_ Date: \_\_\_\_\_

REPAID: Amount \_\_\_\_\_ Date \_\_\_\_\_ Schedule \_\_\_\_\_ Balance this trip \_\_\_\_\_

9. FOR TRANSPORTATION OFFICE USE ONLY:

GTR No. \_\_\_\_\_ Amount \$ \_\_\_\_\_