

CLAY T. WHITEHEAD
12/28-29/1973

Friday 12/28

5:30 p.m. Lv. Dulles UAL 55
8:00 p.m. Arr. Los Angeles

Avis Rental Car reserved in Los Angeles

Reservations at the Los Angeles Marriott Hotel (213) 641-5700
5855 W. Century Blvd.

Saturday 12/29

2:00 p.m. Lv. Los Angeles TWA 74
9:35 p.m. Arr. Dulles

Margaret plans to meet you

Tom Rockwell

office
home

(213) 393-0411
(213) 454-6991

Friday, 12/28/73

Mr. Whitehead asked that a flight be arranged out of Dulles to Los Angeles around 5:30 p.m. this afternoon. The following arrangements were made:

12/28 Lv: ^{5:30} 5:50 UAL 55
(from Dulles) Ar: 8:00 pm

12/29 Lv: 2:00 pm TWA 74
(from L.A.) Ar: 9:35

Arrangements have been made for an Avis Rental Car to be ready in L.A.

Needs hotel - will decide.

Rental
charge

OFFICE OF TELECOMMUNICATIONS POLICY
WASHINGTON

12/28

Lo. 5:30 UAL 55

Ar. 8:00 PM

12/29

Lo 2:00 PM TWA 74

Ar. 9:35

Los Angeles Marriott Hotel (213)641-5700
5855 W. Century Blvd.

Reservation for a single room for
the evening of 12/28 ----
singles start at \$30.

They will only hold the reservation

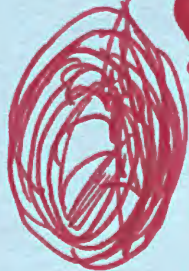
~~Chris~~
~~XXXXXXXXXX~~

Diners

Tom Rockwell

9-6-2008

5:00



Friday 12/28/73

TRIP
12/28-29/73

4:30 Called United Air Lines to be sure the plane would be leaving on time. At Mr. Whitehead's request, called Tom Rockwell's office to let them know there was no delay in his departure and expected time of arrival was 8 p.m. in L.A., and that he would be getting a rental car. Also advised that, as a matter of policy, Mr. Whitehead doesn't travel with a tie on.

Dr. Rockwell's secretary said he didn't have a tie on today either -----

TRAVEL VOUCHER
MEMORANDUM

Evans City

DEPARTMENT, BUREAU, OR ESTABLISHMENT Department of Telecommunications Policy Executive Office of the President		VOUCHER NO.
PAYEE'S NAME Clay T. Whitehead		SCHEDULE NO.
MAILING ADDRESS (Including ZIP Code) OTP 1800 G St., NW WA, D.C. 20504		PAID BY
OFFICIAL DUTY STATION Washington, D.C.	RESIDENCE Washington, D.C.	
FOR TRAVEL AND OTHER EXPENSES FROM (DATE) 12/28/73 TO (DATE) 12/29/73		CHECK NO.
APPLICABLE TRAVEL AUTHORIZATION(S) NO. TP4AT118 DATE 12/28/73		CASH PAYMENT OF \$ _____ RECEIVED (DATE) _____
TRAVEL ADVANCE		
Outstanding \$ _____		
Amount to be applied _____		
Balance to remain outstanding \$ _____		

TRANSPORTATION REQUESTS ISSUED

TRANSPORTATION REQUEST NUMBER	AGENT'S VALUATION OF TICKET	INITIALS OF CARRIER ISSUING TICKET	MODE, CLASS OF SERVICE, AND ACCOMMODATIONS *	DATE ISSUED	POINTS OF TRAVEL	
					FROM-	TO-
B1,660,339	435.28	UA	First	12/28	Washington, D.C.	Los Angeles, Calif. and return

1/7/73	AMOUNT CLAIMED	Dollars	Cts
Approved. Long distance telephone calls are certified as necessary in the interest of the Government.	→	\$39	00
DIFFERENCES:			

NEXT PREVIOUS VOUCHER PAID UNDER SAME TRAVEL AUTHORITY	Total verified correct for charge to appropriation (s)		
VOUCHER NO. _____ D.O. SYMBOL _____ DATE (MONTH-YEAR) _____	(initials) -----		
	Applied to travel advance (appropriation symbol)		

	NET TO TRAVELER →		

ACCOUNTING CLASSIFICATION

*Check Recd
1-30-74*

* Abbreviations for Pullman accommodations: MR, master room; DR, drawing room; CP, compartment; BR, bedroom; DSR, duplex single room; RM, roomette; DRM, duplex roomette; SOS, single occupancy section; LB, lower berth; UB, upper berth; LB-UB, lower and upper berth; S, seat.

SCHEDULE OF EXPENSES AND AMOUNTS CLAIMED

PREVIOUS TEMPORARY DUTY (Complete these blocks only if in travel status immediately prior to period covered by this voucher and if administratively required)

DEPARTURE FROM OFFICIAL STATION (DATE)		(HOUR)	TEMPORARY DUTY STATION LAST DAY OF PRECEDING VOUCHER PERIOD (LOCATION)	(DATE OF ARRIVAL)
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DATE	NATURE OF EXPENSE*	AUTHORIZED MILEAGE RATE _____¢		AMOUNT CLAIMED			
		SPEEDOMETER READINGS	NO. OF MILES	MILEAGE	SUBSISTENCE	OTHER	
12/28	Lv. OTP		3:00 PM				
	Lv. Dulles airport via UA 55		5:30 PM				
	Arr. Los Angeles		8:00 PM				
	Picked up Avis rental car. (Copy of rental agreement misplaced; charged to OTP charge.) Parking fee for rental car at hotel.)						1 50
12/29	Lv. Los Angeles via TWA 74		2:00 PM				
	Arr. Dulles		9:35 PM				
	PER DIEM:						
	12/28 1/2 day @ \$25.00					12	50
	12/29 1 day @ \$25.00					25	00

	Grand total to face of voucher (Subtotals, to be carried forward if necessary) →	\$39.00	\$37.50	\$1.50
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*If per diem allowances for members of employee's immediate family are included, give members' names, their relationship to employee, and ages and marital status of children (unless this information is shown on the travel authorization).

TWA FORM T-4058 2-72 PRINTED IN U.S.A. BY RAND MC NALLY, CHICAGO

Sold By _____ SOLD SUBJECT TO CONDITIONS OF CONTRACT ON PASSENGER'S COUPON

UNITED AIR LINES INC

TW

PASSENGER TICKET AND BAGGAGE CHECK PASSENGER'S COUPON

FROM TO CAR-RIER FARE CALCULATION **016**

585212534
DATE AND PLACE OF ISSUE

If the passenger's journey involves an ultimate destination or stop in a country other than the country of departure, the Warsaw Convention may be applicable and the Convention governs and in most cases limits the liability of carriers for death or personal injury and in respect of loss of or damage to baggage.

NAME OF PASSENGER **MR C WHITEHEAD** NOT TRANSFERABLE

DATE OF ISSUE _____
ORIGIN _____
DESTINATION _____

D 02373

NOT VALID BEFORE 1 2 3 4 NOT VALID AFTER 1 2 3 4
ORIGINALLY ISSUED AGAINST BY AGENTS NUMERIC CODE AT ON DATE YR
TICKET DESIGNATOR & TOUR CODE THIS TICKET ISSUED IN EXCHANGE FOR

NOT GOOD FOR PASSAGE	FARE BASIS	ALLOW	CARRIER	FLIGHT/CLASS	DATE	TIME	STATUS
VOID							
VOID							
WASH DULLES			UA	055 F33DEC	530POX		
LOS ANGELES			UA	074 F39DEC	200POX	SC	127
WASH DULLES							

Agent: _____
CONJUNCTION TICKET (S) _____
FORM OF PAYMENT **BI 650 339**
ENDORSEMENTS (Carbon) _____

FARE	TOTAL	ROUTE CODE	ENCODE	CPA	AIRLINE CODE	FORM AND SERIAL NUMBER
403.04	439.28				016	5852125347 5 □
TAX 32.24						
EQUIV. ADT. PD						

1. PLACE PREPARED (City and State) Washington, DC	2. DATE PREPARED 12/28/73	OFFICIAL TRAVEL AUTHORIZATION (See Instructions on reverse)
3. NAME OF TRAVELER (As shown on payroll) Clay T. Whitehead		
4. TITLE (As shown on payroll) Director		NOTE TO TRAVELER The official travel specified herein may not be performed until Item 22 has been executed by a GSA official empowered to authorize the travel. The number (Item 23) and date (Item 24) of this Authorization must appear on each voucher claiming reimbursement for travel expenses incurred consequent to this Authorization.
5. OFFICE OR SERVICE, DIVISION AND PERMANENT DUTY STATION Office of Telecommunications Policy		
6. LOCATION OF TRAVELER'S OFFICIAL STATION Washington, DC		
7. SPECIFIC PURPOSE OF TRAVEL To Discuss Cable Television with industry representatives.		

8. APPROXIMATE DATES OF TRAVEL	9. TYPE OF AUTHORIZATION	If Item 9B is checked, complete Items 10 and 11 below	
A. BEGINNING ABOUT: 12/28	A. ORIGINAL <input checked="" type="checkbox"/>	10. ORIGINAL AUTH. NO.	11. ITEM NO. (S) AMENDED
B. ENDING ABOUT: 12/29	B. AMENDED <input type="checkbox"/>		

12. ITINERARY			
A. DATE	B. TRAVEL FROM	C. TRAVEL TO	D. ADDRESS AT DESTINATION
12/28	Washington, D.C.	Los Angeles, California	
12/29	Los Angeles, Cal.	Washington, D.C.	

13. MODE OF TRANSPORTATION			
A. NORMAL		B. SPECIAL (Must be justified in Item 16)	
(1) <input checked="" type="checkbox"/> COMMON CARRIER	(2) <input type="checkbox"/> GOVERNMENT-OWNED VEHICLE	(1) <input checked="" type="checkbox"/> FIRST CLASS PLANE	(3) <input type="checkbox"/> PRIVATELY OWNED VEHICLE (Complete 13C below)
<input type="checkbox"/> AIR <input type="checkbox"/> BUS		(2) <input type="checkbox"/> EXTRA-FARE TRAIN OR PLANE	(4) <input checked="" type="checkbox"/> OTHER rental car
<input type="checkbox"/> RAIL <input type="checkbox"/> SHIP		C. If travel by privately owned vehicle is authorized check which of the following restrictions apply:	
(1) <input type="checkbox"/> COST OF TRAVEL DOES NOT EXCEED TRAVEL BY COMMON CARRIER.	(2) <input type="checkbox"/> COST OF TRAVEL IS LIMITED TO THE CURRENT INTERAGENCY MOTOR POOL SERVICE RATES FOR A COMPARABLE VEHICLE.	(3) <input type="checkbox"/> ITS USE HAS BEEN ADMINISTRATIVELY DETERMINED TO BE ADVANTAGEOUS TO THE GOVERNMENT. (Explain in Item 16)	

14. ALLOWANCES		
A. MILEAGE RATE \$ _____ PER MILE	B. PER DIEM RATE \$ _____ PER DAY	C. OTHER ALLOWANCES (Explain in Item 16 below)

15. ESTIMATED COST TO THE GOVERNMENT			
A. TOTAL TRANSPORTATION \$ 435.00	B. TOTAL PER DIEM \$ 50.00	C. TOTAL OTHER \$ 50.00	D. TOTAL COST TO GOVERNMENT \$ 535.00

16. STATEMENT OF JUSTIFICATION FOR SPECIAL MODES OF TRANSPORTATION AND ALLOWANCES
First class travel authorized.
Use of rental car authorized when GSA car not available.

17. TRAVEL RECOMMENDED BY Director, Office of Telecommunications Policy 12/28 (Signature) (Title) (Date)	18. COST ACCOUNT SYMBOL 0.970.4.92110.511
19. TRAVEL APPROVED BY [Signature] Executive Assistant 12/28 (Signature) (Title) (Date)	20. FUNDS OBLIGATED BY _____ (Initials) _____ (Date)

21. TRAVEL CONCURRED IN (When required)	23. AUTHORIZATION NO. TP4AT118
22. TRAVEL AUTHORIZED: The person named in Item 3 above is authorized to travel at Government expense subject to the Standardized Government Travel Regulations (as amended), Bureau of the Budget Circular No. A-56 (Revised), existing GSA travel policy, and the conditions specified in this Authorization. [Signature] Executive Assistant (Signature) (Title)	24. DATE AUTHORIZED 12/28/73

