



United States Department of State

Washington, D.C. 20520

December 04, 2020

Case No. F-2020-05642/
FL-2020-00134

Nikhel Sus
Citizens for Responsibility and Ethics of Washington
1101 K St., NW Suite 201
Washington, DC 20005

Dear Mr. Sus:

This letter is in response to your request dated May 26, 2020, under the Freedom of Information Act (the "FOIA"), 5 U.S.C. § 552. Thus far, the Department has located nine responsive records subject to the FOIA. Upon review, we have determined that all nine records may be released in part.

An enclosure explains the FOIA exemptions and other grounds for withholding material. Where we have made excisions, the applicable FOIA exemptions are marked on each document. All non-exempt material that is reasonably segregable from the exempt material has been released in the enclosed pages.

For your information, Congress excluded three discrete categories of law enforcement and national security records from the requirements of the FOIA. See 5 U.S.C. § 552(c). This response is limited to those records that are subject to the requirements of the FOIA. This is a standard notification that is given to all our requesters and should not be taken as an indication that excluded records do, or do not, exist. To the extent another agency asserts that it can neither confirm nor deny the existence of certain records, the Department of State will similarly take the position that it neither confirms nor denies the existence of those records.

We will keep you informed as your case progresses. If you have any questions, your attorney may contact Assistant United States Attorney Benton Peterson at (202) 252-2534 or Benton.Peterson@usdoj.gov. Please refer to the case number, F-2020-05642/FL-2020-00134, and the civil action number, 20-cv-02076, in all correspondence about this case.

Sincerely,

Susan C. Weetman
Deputy Director
Office of Information Program and Services

Enclosures: As stated.

The Freedom of Information Act (5 USC 552)

FOIA Exemptions

(b)(1) Information specifically authorized by an executive order to be kept secret in the interest of national defense or foreign policy. Executive Order 13526 includes the following classification categories:

- 1.4(a) Military plans, systems, or operations
- 1.4(b) Foreign government information
- 1.4(c) Intelligence activities, sources or methods, or cryptology
- 1.4(d) Foreign relations or foreign activities of the US, including confidential sources
- 1.4(e) Scientific, technological, or economic matters relating to national security, including defense against transnational terrorism
- 1.4(f) U.S. Government programs for safeguarding nuclear materials or facilities
- 1.4(g) Vulnerabilities or capabilities of systems, installations, infrastructures, projects, plans, or protection services relating to US national security, including defense against transnational terrorism
- 1.4(h) Weapons of mass destruction

(b)(2) Related solely to the internal personnel rules and practices of an agency

(b)(3) Specifically exempted from disclosure by statute (other than 5 USC 552), for example:

ARMSEXP	Arms Export Control Act, 50a USC 2411(c)
CIA PERS/ORG	Central Intelligence Agency Act of 1949, 50 USC 403(g)
EXPORT CONTROL	Export Administration Act of 1979, 50 USC App. Sec. 2411(c)
FS ACT	Foreign Service Act of 1980, 22 USC 4004
INA	Immigration and Nationality Act, 8 USC 1202(f), Sec. 222(f)
IRAN	Iran Claims Settlement Act, Public Law 99-99, Sec. 505

(b)(4) Trade secrets and confidential commercial or financial information

(b)(5) Interagency or intra-agency communications forming part of the deliberative process, attorney-client privilege, or attorney work product

(b)(6) Personal privacy information

(b)(7) Law enforcement information whose disclosure would:

- (A) interfere with enforcement proceedings
- (B) deprive a person of a fair trial
- (C) constitute an unwarranted invasion of personal privacy
- (D) disclose confidential sources
- (E) disclose investigation techniques
- (F) endanger life or physical safety of an individual

(b)(8) Prepared by or for a government agency regulating or supervising financial institutions

(b)(9) Geological and geophysical information and data, including maps, concerning wells

Other Grounds for Withholding

NR Material not responsive to a FOIA request excised with the agreement of the requester

From:	Canton, Tricia J [REDACTED] (b)(6)
	[REDACTED] (b)(6)
To:	Moore, Keli [REDACTED] (b)(6)
	[REDACTED] (b)(6)
CC:	Jobe, Crystal F [REDACTED] (b)(6)
	[REDACTED] (b)(6)
Subject:	FW: K Fund Inquiry
Date:	2020/05/28 10:58:00
Priority:	Normal
Type:	Note

+ Keli

This is an inquiry for S/CPR. Lisa would email them to request the information. I will send you a draft email for you to tweak and send to Levita.

Thanks,
Tricia

SENSITIVE BUT UNCLASSIFIED **DeControlled**

From: Harris, Katherine A [REDACTED] (b)(6)
Sent: Wednesday, May 27, 2020 4:39 PM
To: Jobe, Crystal F [REDACTED] (b)(6); Canton, Tricia J [REDACTED] (b)(6)
Cc: Thomas, Kenneth A [REDACTED] (b)(6); Kaldahl, Ryan M [REDACTED] (b)(6); Wells, Yvonne M [REDACTED] (b)(6)
Subject: K Fund Inquiry

HACFO Majority is asking a detailed list of all attendees at the events labeled, “*Working Dinner hosted by SECSTATE with non-USG Officials for the U.S. Foreign Policy Discussion Dinner Series*” as described in the K fund report.

Please advise.

Thanks,

Katherine Harris
 Senior Congressional Advisor – House Appropriations
 Office of the Assistant Secretary
 Bureau of Legislative Affairs

DeControlled

SENSITIVE BUT UNCLASSIFIED

Sender:	Canton, Tricia J	(b)(6)
		(b)(6)
Recipient:	Moore, Keli	(b)(6)
		(b)(6)
	Jobe, Crystal F	(b)(6)
		(b)(6)
Sent Date:	2020/05/28 10:58:05	
Delivered Date:	2020/05/28 10:58:00	

U.S. Department of State

Emergencies in the Diplomatic and Consular Service Appropriation



Unclassified Expenditure Report

First Quarter FY 2020

October 1 – December 31, 2019

GENERAL ENTERTAINMENT EXPENSES
10/01/2019 - 12/31/2019

CATERERS

<u>Purpose</u>	<u>Payee</u>	<u>Amount</u>
Waitstaff for the Working Dinner hosted by SECSTATE with non-USG Officials for the U.S. Foreign Policy Discussion Dinner Series	(b)(6)	\$914.00
Working Dinner hosted by SECSTATE with non-USG Officials for the U.S. Foreign Policy Discussion Dinner Series	Whole Foods, Costco	\$567.79
Reception hosted by POTUS and FLOTUS on the Occasion of the Seventy Fourth United Nations General Assembly	Paramount Hotel New York	\$227.70
Working Luncheon hosted by SECSTATE for the Foreign Affairs Policy Board	Wegmans	\$26.28
Waitstaff for the Working Luncheon hosted by SECSTATE for the Foreign Affairs Policy Board	(b)(6)	\$774.00
Working Luncheon hosted by SECSTATE for the Foreign Affairs Policy Board	Whole Foods, Porter & York Meats	\$961.30

GENERAL ENTERTAINMENT EXPENSES
10/01/2019 - 12/31/2019

CATERERS

<u>Purpose</u>	<u>Payee</u>	<u>Amount</u>
Waitstaff for the Ceremony and Reception hosted by SECSTATE for The 2018 Awards for Corporate Excellence	(b)(6)	\$1,626.00
Ceremony and Reception hosted by SECSTATE for The 2018 Awards for Corporate Excellence	Costco, Wegmans	\$350.69
Waitstaff for the Reception hosted by SECSTATE in honor of the American Hostages on the Occasion of the 40th Anniversary of the United State Embassy Takeover in Tehran	(b)(6)	\$2,081.50
Beverages for official events hosted by SECSTATE and Deputy SECSTATE	Republic of Tea	\$1,179.64
Working Luncheon hosted by SECSTATE in honor of the Foreign Minister of Qatar	Whole Foods, Costco	\$250.09
Working Dinner hosted by SECSTATE with non-USG Officials for the U.S. Foreign Policy Discussion Dinner Series	Costco, Whole Foods, Mom's	\$942.29

GENERAL ENTERTAINMENT EXPENSES
10/01/2019 - 12/31/2019

CATERERS

<u>Purpose</u>	<u>Payee</u>	<u>Amount</u>
Ceremony and Reception hosted by SECSTATE for The 2018 Awards for Corporate Excellence	Ridgewells Catering	\$5,000.00
Waitstaff for the Working Dinner hosted by SECSTATE with non-USG Officials for the U.S. Foreign Policy Discussion Dinner Series	(b)(6)	\$1,410.00
Working Luncheon hosted by SECSTATE in honor of the Foreign Minister of Qatar	Whole Foods, Costco	\$250.09
Waitstaff for the Working Luncheon and Meeting hosted by SECSTATE for 2019 Defeat ISIS Global Coalition Ministerial	(b)(6)	\$2,995.00
US-Russia Working Ministerial Meeting and Luncheon hosted by SECSTATE in honor of the Foreign Minister of Russia	Costco, Whole Foods	\$379.31
US-Russia Working Ministerial Meeting and Luncheon hosted by SECSTATE in honor of the Foreign Minister of Russia	Moti's Market	\$76.99

GENERAL ENTERTAINMENT EXPENSES
10/01/2019 - 12/31/2019

ELEVATOR OPERATOR SERVICES

<u>Purpose</u>	<u>Payee</u>	<u>Amount</u>
Working Luncheon hosted by SECSTATE for the Foreign Affairs Policy Board	Quality Elevator Co., Inc.	\$620.00
Middle East Peace Working Dinner hosted by SECSTATE	Quality Elevator Co., Inc.	\$310.00
Ceremony and Reception hosted by SECSTATE for The 2018 Awards for Corporate Excellence	SemperServe, LLC	\$8.51
Working Dinner hosted by SECSTATE with non-USG Officials for the U.S. Foreign Policy Discussion Dinner Series	SemperServe, LLC	<u>\$119.21</u>
Elevator Operator Services - Total First Quarter		<u><u>\$1,057.72</u></u>

U.S. Department of State

Emergencies in the Diplomatic and Consular Service Appropriation



Unclassified Expenditure Report

Fourth Quarter FY 2019

July 1 – September 30, 2019

GENERAL ENTERTAINMENT EXPENSES
07/01/2019 - 09/30/2019

CATERERS

<u>Purpose</u>	<u>Payee</u>	<u>Amount</u>
Beverages for official events hosted by SECSTATE and Deputy SECSTATE	Siema Wines	\$479.88
Working Dinner Meeting hosted by SECSTATE with non-USG Officials for the U.S. Foreign Policy Discussion Dinner Series	Fresh Direct	\$1,351.84
Holiday Cookies for the 2018 Diplomacy at Home for the Holidays hosted by SECSTATE in honor of Unaccompanied Tour Families	Maribeth's Bakery	\$1,476.05
Reception hosted by SECSTATE for the Former Employee Recognition Ceremony	Maribeth's Bakery	\$721.10
Waitstaff for the Working Dinner Meeting hosted by SECSTATE for the Foreign Affairs Policy Board	(b)(6)	\$945.00
Waitstaff for the Working Dinner hosted by SECSTATE with non-USG Officials for the U.S. Foreign Policy Discussion Dinner Series	(b)(6)	\$1,094.50

GENERAL ENTERTAINMENT EXPENSES
07/01/2019 - 09/30/2019

CATERERS

<u>Purpose</u>	<u>Payee</u>	<u>Amount</u>
Waitstaff for the Independence Day Reception hosted by SECSTATE for the Chiefs of Diplomatic Missions and their Families	(b)(6)	\$12,218.75
Working Dinner Meeting hosted by SECSTATE with non-USG Officials for the U.S. Foreign Policy Discussion Dinner Series	Fresh Direct	\$719.76
Waitstaff for the Working Dinner Meeting hosted by SECSTATE with non-USG Officials for the U.S. Foreign Policy Discussion Dinner Series	(b)(6)	\$995.00
Waitstaff for the Reception hosted by SECSTATE in honor of the 2020 Dubai Expo	(b)(6)	\$1,134.00

GENERAL ENTERTAINMENT EXPENSES
07/01/2019 - 09/30/2019

CATERERS

<u>Purpose</u>	<u>Payee</u>	<u>Amount</u>
Waitstaff for the Working Dinner Meeting hosted by SECSTATE with non-USG Officials for the U.S. Foreign Policy Discussion Dinner Series	(b)(6)	\$851.50
Working Dinner Meeting hosted by SECSTATE with non-USG officials for the U.S. Foreign Policy Discussion Dinner Series	Costco, Fresh Direct, Amazon	\$1,106.06
Beverages for official events hosted by SECSTATE and Deputy SECSTATE	Zachys DC	\$835.96
Waitstaff for the Working Luncheon hosted by SECSTATE in honor of the Foreign Secretary of the United Kingdom	(b)(6)	\$270.00
Working Luncheon hosted by SECSTATE in honor of the Foreign Secretary of the United Kingdom	Costco, Whole Foods	\$413.22
Day 2 Catering for the Ministerial to Advance Religious Freedom hosted by SECSTATE	Ridgewells Catering	\$112,700.00

GENERAL ENTERTAINMENT EXPENSES
07/01/2019 - 09/30/2019

CATERERS

<u>Purpose</u>	<u>Payee</u>	<u>Amount</u>
Working Luncheon hosted by SECSTATE in honor of the President of Serbia	Lotte NY Palace	\$2,228.94
Waitstaff for the Working Dinner Meeting hosted by SECSTATE with non-USG officials for the U.S. Foreign Policy Discussion Dinner Series	(b)(6)	\$1,148.50
Working Dinner Meeting hosted by SECSTATE with non-USG Officials for the U.S. Foreign Policy Discussion Dinner Series	Costco, Whole Foods	\$843.32
Luncheon hosted by the Chief of Protocol in honor of the Newly Accredited Ambassadors	The Blair House	<u>\$3,722.85</u>
	Caterers - Total Fourth Quarter	<u><u>\$498,649.83</u></u>

GENERAL ENTERTAINMENT EXPENSES
07/01/2019 - 09/30/2019

ELEVATOR OPERATOR SERVICES

<u>Purpose</u>	<u>Payee</u>	<u>Amount</u>
Independence Day Reception hosted by SECSTATE for the Diplomatic Corps and their Families	Quality Elevator Co., Inc.	\$1,860.00
Working Dinner Meeting hosted by SECSTATE with non-USG Officials for the U.S. Foreign Policy Discussion Dinner Series	SemperServe, LLC	\$664.17
Working Dinner Meeting hosted by SECSTATE for the Foreign Affairs Policy Board	SemperServe, LLC	\$357.63
Working Dinner hosted by SECSTATE in honor of the Chairman of the United States Senate Foreign Relations Committee	SemperServe, LLC	\$304.36
Independence Day Reception hosted by SECSTATE for the Chiefs of Diplomatic Missions and their Families	SemperServe, LLC	\$510.90

GENERAL ENTERTAINMENT EXPENSES
07/01/2019 - 09/30/2019

ENGRAVING AND SPECIALIZED PRINTING

<u>Purpose</u>	<u>Payee</u>	<u>Amount</u>
SECSTATE's Guest Book Sign-in for visiting Foreign Dignitaries	Book Arts Conservatory	\$850.00
Tour Tickets for the U.S. Foreign Policy Discussion Dinner Series hosted by SECSTATE	Mosaic Express	<u>\$173.97</u>
Engraving and Specialized Printing - Total Fourth Quarter		<u><u>\$1,023.97</u></u>

From:	"Ferrer, Levita A" [REDACTED] (b)(6)
To:	Meterko, Lisa M [REDACTED] (b)(6) Hanish, Patrick N [REDACTED] (b)(6)
CC:	Balmer, Brittany L [REDACTED] (b)(6)
Subject:	RE: K fund and Secretary dinners
Date:	Tue, 13 Nov 2018 15:00:03 +0000

I'll make a note and incorporate changes in my spreadsheet. Thanks!



Levita A. Ferrer
Budget Analyst
Office of the Chief of Protocol (S/CPR/M)
HST, Room 1238

[REDACTED] (b)(6)

[REDACTED] (b)(6)

Stay connected with Protocol:



Official - Transitory

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DeControlled

From: Meterko, Lisa M

Sent: Friday, November 9, 2018 1:05 PM

To: Hanish, Patrick N [REDACTED] (b)(6) Ferrer, Levita A [REDACTED] (b)(6)

Cc: Balmer, Brittany L [REDACTED] (b)(6)

Subject: RE: K fund and Secretary dinners

Thanks!

Official - Transitory

UNCLASSIFIED

DeControlled

From: Hanish, Patrick N

Sent: Friday, November 9, 2018 12:56 PM

To: Meterko, Lisa M [REDACTED] (b)(6) Ferrer, Levita A [REDACTED] (b)(6)

Cc: Balmer, Brittany L [REDACTED] (b)(6)

Subject: RE: K fund and Secretary dinners

Lisa,

I think "U.S. Foreign Policy Discussion Dinner Series" makes sense.

I am building Brittany Balmer into this discussion for awareness. Brittany, Lisa's concern is that "Madison Dinner" in the description will leave Congressional staff reviewing the expenditures unclear about what the nature of the event was. Is this OK with you?

Regards,
Patrick

Patrick N. Hanish
Executive Director
Office of the Chief of Protocol (S/CPR)
HST Room 1238

(b)(6)

(b)(6)

Official
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DeControlled

From: Meterko, Lisa M
Sent: Friday, November 9, 2018 10:02 AM
To: Ferrer, Levita A (b)(6)
Cc: Hanish, Patrick N (b)(6)
Subject: RE: K fund and Secretary dinners

Or how about: U.S. Foreign Policy Discussion Dinner Series hosted by the Secretary of State for non-USG officials.

Official
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DeControlled

From: Meterko, Lisa M
Sent: Friday, November 9, 2018 9:41 AM
To: Ferrer, Levita A (b)(6)
Cc: Hanish, Patrick N (b)(6)
Subject: RE: K fund and Secretary dinners

For the report to Congress, can you just put "Dinner hosted by the Secretary of State with non-USG officials to discuss U.S. foreign policy" I don't want to get questions from the Hill about why we call it the Madison dinners.

Official
UNCLASSIFIED

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From: Ferrer, Levita A
Sent: Thursday, November 8, 2018 5:44 PM
To: Meterko, Lisa M (b)(6)
Cc: Hanish, Patrick N (b)(6)
Subject: RE: K fund and Secretary dinners

Hi Lisa,

For my future report can I use this excerpt?

Madison Dinner hosted by the SECSTATE to further U.S. Foreign Policy Interests.

This way I can still track the expenses in my spreadsheet and still provide information on what the Madison Dinner is for?

Thanks!



Levita A. Ferrer
Budget Analyst
Office of the Chief of Protocol (S/CPR/M)
HST, Room 1238

(b)(6)

(b)(6)

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From: Hanish, Patrick N
Sent: Thursday, November 8, 2018 4:17 PM
To: Meterko, Lisa M (b)(6)
Cc: Ferrer, Levita A (b)(6)
Subject: FW: K fund and Secretary dinners

Lisa,

Just following up, FYI, on our prior discussion of the "Madison Dinners." See below.

Regards,
Patrick

Patrick N. Hanish
Executive Director
Office of the Chief of Protocol (S/CPR)
HST Room 1238

(b)(6)

(b)(6)

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From: Meterko, Lisa M
Sent: Tuesday, July 24, 2018 10:29 AM
To: Hanish, Patrick N (b)(6)
Subject: RE: K fund and Secretary dinners

Hi Patrick,

Yes, I approve use of the K fund for those items for the "Madison Dinners". Thank you.

Lisa Meterko
Acting Director, M/EDCS
Department of State
HST, Room 3214
Washington, DC

Official

UNCLASSIFIED

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From: Hanish, Patrick N
Sent: Tuesday, July 24, 2018 10:25 AM
To: Meterko, Lisa M (b)(6)
Subject: K fund and Secretary dinners

Lisa,

Thanks so much for talking with me. I appreciate your perspective and steer on K fund representational principles.

As I mentioned, The Secretary is conducting a series of dinners ("Madison Dinners"), in which he is seeking to further U.S. foreign policy interests by inviting foreign interlocutors to meet with key executive, legislative, and private sector leaders. The Secretary is hosting the event in a small-group setting – they plan about 12 people each time. The venue is in the 8th floor reception rooms.

I note that you said you would approve K fund use for the purchase of two items related to these dinners: pens (approx. \$25 each) and notepads (approx. \$8 each) which will be logo'ed and utilized in the dinners.

I will apprise you if there are any developments/changes, but at this point that's the scope of the concept.

Regards,
Patrick

Patrick N. Hanish
Executive Director
Office of the Chief of Protocol (S/CPR)
HST Room 1238

(b)(6)

(b)(6)

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Sender:	"Ferrer, Levita A"	(b)(6)
Recipient:	Meterko, Lisa M	(b)(6)
	Hanish, Patrick N	(b)(6)
	Balmer, Brittany L	(b)(6)

From:	"Meterko, Lisa M" (b)(6)
To:	Hanish, Patrick N (b)(6) Ferrer, Levita A (b)(6)
CC:	Balmer, Brittany L (b)(6)
Subject:	RE: K fund and Secretary dinners
Date:	Tue, 13 Nov 2018 14:46:25 +0000

Thank you.

Official - Transitory
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DeControlled

From: Hanish, Patrick N
Sent: Friday, November 9, 2018 4:26 PM
To: Meterko, Lisa M (b)(6); Ferrer, Levita A (b)(6)
Cc: Balmer, Brittany L (b)(6)
Subject: RE: K fund and Secretary dinners

Lisa,

Spoke with our Deputy Chief. Your proposed wording of "U.S. Foreign Policy Discussion Dinner Series" is fine with us.

Thanks,
Patrick

Patrick N. Hanish
 Executive Director
 Office of the Chief of Protocol (S/CPR)
 HST Room 1238

(b)(6)

(b)(6)

Official
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From: Hanish, Patrick N
Sent: Friday, November 9, 2018 12:56 PM
To: Meterko, Lisa M (b)(6); Ferrer, Levita A (b)(6)
Cc: Brittany L Balmer (b)(6)
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This way I can still track the expenses in my spreadsheet and still provide information on what the Madison Dinner is for?

Thanks!



Levita A. Ferrer
 Budget Analyst
 Office of the Chief of Protocol (S/CPR/M)
 HST Room 1238

(b)(6)
 (b)(6)

Stay connected with Protocol:



Official **DeControlled**
UNCLASSIFIED

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Executive Director
Office of the Chief of Protocol (S/CPR)
HST Room 1238

(b)(6)
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From: Meterko, Lisa M
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Department of State
HST, Room 3214
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As I mentioned, The Secretary is conducting a series of dinners ("Madison Dinners"), in which he is seeking to further U.S. foreign policy interests by inviting foreign interlocutors to meet with key executive, legislative, and private sector leaders. The Secretary is hosting the event in a small-group setting – they plan about 12 people each time. The venue is in the 8th floor reception rooms.

I note that you said you would approve K fund use for the purchase of two items related to these dinners: pens (approx. \$25 each) and notepads (approx. \$8 each) which will be logo'ed and utilized in the dinners.

I will apprise you if there are any developments/changes, but at this point that's the scope of the concept.

Regards,
Patrick

Patrick N. Hanish
Executive Director
Office of the Chief of Protocol (S/CPR)
HST Room 1238

(b)(6)

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Official
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Sender:	"Meterko, Lisa M"	(b)(6)
	Hanish, Patrick N	(b)(6)
	Ferrer, Levita A	(b)(6)
	Balmer, Brittany L	(b)(6)
Recipient:		

From:	"Hanish, Patrick N" [REDACTED] (b)(6)
To:	Meterko, Lisa M [REDACTED] (b)(6)
Subject:	RE: K fund and Secretary dinners
Date:	Tue, 24 Jul 2018 14:29:30 +0000

Many thanks!

Patrick N. Hanish
Executive Director
Office of the Chief of Protocol (S/CPR)
HST Room 1238

[REDACTED] (b)(6)

[REDACTED] (b)(6)

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Patrick N. Hanish
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Sender:	"Hanish, Patrick N"	(b)(6)
Recipient:	Meterko, Lisa M	(b)(6)

From:	"Meterko, Lisa M"	(b)(6)
To:	Hanish, Patrick N	(b)(6)
CC:	Ferrer, Levita A	(b)(6)
Subject:	RE: K fund and Secretary dinners	
Date:	Thu, 8 Nov 2018 21:50:52 +0000	

Thank you!

Official
UNCLASSIFIED **DeControlled**

From: Hanish, Patrick N
Sent: Thursday, November 8, 2018 4:17 PM
To: Meterko, Lisa M (b)(6)
Cc: Ferrer, Levita A (b)(6)
Subject: FW: K fund and Secretary dinners

Lisa,

Just following up, FYI, on our prior discussion of the "Madison Dinners." See below.

Regards,
Patrick

Patrick N. Hanish
Executive Director
Office of the Chief of Protocol (S/CPR)
HST Room 1238

(b)(6)
(b)(6)

Official
UNCLASSIFIED **DeControlled**

From: Meterko, Lisa M
Sent: Tuesday, July 24, 2018 10:29 AM
To: Hanish, Patrick N (b)(6)
Subject: RE: K fund and Secretary dinners

Hi Patrick,

Yes, I approve use of the K fund for those items for the "Madison Dinners". Thank you.

Lisa Meterko

Acting Director, M/EDCS
 Department of State
 HST, Room 3214
 Washington, DC

Official
 UNCLASSIFIED

DeControlled

From: Hanish, Patrick N
Sent: Tuesday, July 24, 2018 10:25 AM
To: Meterko, Lisa M [REDACTED] (b)(6)
Subject: K fund and Secretary dinners

Lisa,

Thanks so much for talking with me. I appreciate your perspective and steer on K fund representational principles.

As I mentioned, The Secretary is conducting a series of dinners ("Madison Dinners"), in which he is seeking to further U.S. foreign policy interests by inviting foreign interlocutors to meet with key executive, legislative, and private sector leaders. The Secretary is hosting the event in a small-group setting – they plan about 12 people each time. The venue is in the 8th floor reception rooms.

I note that you said you would approve K fund use for the purchase of two items related to these dinners: pens (approx. \$25 each) and notepads (approx. \$8 each) which will be logo'ed and utilized in the dinners.

I will apprise you if there are any developments/changes, but at this point that's the scope of the concept.

Regards,
 Patrick

Patrick N. Hanish
 Executive Director
 Office of the Chief of Protocol (S/CPR)
 HST Room 1238

[REDACTED] (b)(6)

Official
 UNCLASSIFIED

DeControlled

Sender:	"Meterko, Lisa M"	[REDACTED] (b)(6)	
Recipient:	Hanish, Patrick N		

Ferrer, Levita A

(b)(6)

From:	Canton, Tricia J [REDACTED] (b)(6)
	[REDACTED] (b)(6)
To:	Afuan, Felicia [REDACTED] (b)(6)
	[REDACTED] (b)(6)
Subject:	FW: Rep Reports
Date:	2020/09/22 13:53:18
Due Date:	2020/09/22 00:00:00
Priority:	Normal
Type:	Note

SENSITIVE BUT UNCLASSIFIED **DeControlled**

From: Kemp, Adaisha M [REDACTED] (b)(6)
Sent: Tuesday, September 15, 2020 11:35 AM
To: Jobe, Crystal F [REDACTED] (b)(6) Canton, Tricia J [REDACTED] (b)(6)
Cc: Moore, Keli [REDACTED] (b)(6) Harvey, Ronda J [REDACTED] (b)(6) Afuan, Felicia
[REDACTED] (b)(6) Wallace, Chanel R [REDACTED] (b)(6) Clowney, Ashley N (M/EDCS)
[REDACTED] (b)(6)
Subject: RE: Rep Reports

Please find the report and supporting docs attached. Please let me know if you need anything further.

Adaisha Kemp

Gift Fund Financial Management Officer
CGFS/EDCS | HST 1821

[REDACTED] (b)(6)

DeControlled

SENSITIVE BUT UNCLASSIFIED

From: Jobe, Crystal F [REDACTED] (b)(6)
Sent: Monday, September 14, 2020 3:34 PM
To: Canton, Tricia J [REDACTED] (b)(6) Kemp, Adaisha M [REDACTED] (b)(6)
Cc: Moore, Keli [REDACTED] (b)(6) Harvey, Ronda J [REDACTED] (b)(6) Afuan, Felicia
[REDACTED] (b)(6) Wallace, Chanel R [REDACTED] (b)(6) Clowney, Ashley N (M/EDCS)
[REDACTED] (b)(6)
Subject: FW: Rep Reports
Importance: High

Greetings Ladies,

M is going to the Hill on Wednesday and he feels he will be asked about the “Working Dinner Meeting hosted by SECSTATE with non-USG Officials for the U.S. Foreign Policy discussion Dinner Series” aka Madison Dinners. This information is not to be shared with the public.

Tricia in addition to the attached, please provide Adaisha the following unclass reports:

3rd Qtr 2018

4th Qtr 2018

1st Qtr 2019

2nd Qtr 2019

2nd Qtr 2020

3rd Qtr 2020

Adaisha please look at Tab B – General Entertainment for these report and create a spreadsheet pulling out the cost for the “Working Dinner Meeting hosted by SECSTATE with non-USG Officials for the U.S. Foreign Policy discussion Dinner Series” by food and wait staff. Needed by 1pm tomorrow. Please call me if you have questions.

Crystal F Jobe | K Fund Director and Gift Funds Coordinator

U.S. Department of State

Office of Emergencies in the Diplomatic and Consular Service (EDCS)

SENSITIVE BUT UNCLASSIFIED

From: Canton, Tricia J [REDACTED] (b)(6)
Sent: Monday, September 14, 2020 2:45 PM
To: Jobe, Crystal F [REDACTED] (b)(6)
Subject: Rep Reports

SENSITIVE BUT UNCLASSIFIED

Sender:	Canton, Tricia J [REDACTED] (b)(6)
	[REDACTED] (b)(6)
Recipient:	Afuan, Felicia [REDACTED] (b)(6)
	[REDACTED] (b)(6)
Sent Date:	2020/09/22 13:53:15
Delivered Date:	2020/09/22 13:53:18

SECSTATE U.S. Foreign Policy Discussion Dinner Series

Year	Qtr	Purpose	Payee	Amount
2020	2	Waitstaff for the Working Dinner Meeting hosted by SECSTATE with non-USG Officials for the U.S. Foreign Policy Discussion Dinner Series	Costco, Whole Foods, Riverside Liquors, Fresh Direct	\$ 1,372.65
2020	2	Waitstaff for the Working Dinner Meeting hosted by SECSTATE with non-USG Officials for the U.S. Foreign Policy Discussion Dinner Series	Waitstaff	\$ 914.00
2020	2	Food and Beverages for the Working Dinner hosted by SECSTATE with non-USG Officials for the U.S. Foreign Policy Discussion Dinner Series	Riverside Liquors, Fresh Direct, Whole Foods Market	\$ 1,027.93
2020	2	Waitstaff for the Working Dinner Meeting hosted by SECSTATE with non-USG Officials for the U.S. Foreign Policy Discussion Dinner Series	Waitstaff	\$ 1,929.00
2020	2	Food and Beverages for the Working Dinner hosted by SECSTATE with non-USG Officials for the U.S. Foreign Policy Discussion Dinner Series	Costco, Party City	\$ 1,082.82
2020	2	Working Dinner hosted by SECSTATE with non-USG Officials for the U.S. Foreign Policy Discussion Dinner Series	SemperServe, LLC	\$ 119.21
2020	2	Working Dinner hosted by SECSTATE with non-USG Officials for the U.S. Foreign Policy Discussion Dinner Series	SemperServe, LLC	\$ 204.36
2020	2	200 Tour Tickets and 250 Menu Inserts for the Working Dinner hosted by SECSTATE with non-USG Officials for the U.S. Foreign Policy Discussion Dinner Series	Mosaic Express	\$ 206.89
2020	1	Waitstaff for the Working Dinner hosted by SECSTATE with non-USG Officials for the U.S. Foreign Policy Discussion Dinner Series	Waitstaff	\$ 914.00
2020	1	Working Dinner hosted by SECSTATE with non-USG Officials for the U.S. Foreign Policy Discussion Dinner Series	Whole Foods, Costco	\$ 567.79
2020	1	Working Dinner hosted by SECSTATE with non-USG Officials for the U.S. Foreign Policy Discussion Dinner Series	Costco, Whole Foods, Mom's	\$ 942.29
2020	1	Waitstaff for the Working Dinner hosted by SECSTATE with non-USG Officials for the U.S. Foreign Policy Discussion Dinner Series	Waitstaff	\$ 1,410.00

SECSTATE U.S. Foreign Policy Discussion Dinner Series

Year	Qtr	Purpose	Payee	Amount
2020	1	Working Dinner Meeting hosted by SECSTATE with non-USG Officials for the U.S. Foreign Policy Discussion Dinner Series	SemperServe, LLC	\$ 119.21
2019	4	Working Dinner Meeting hosted by SECSTATE with non-USG Officials for the U.S. Foreign Policy Discussion Dinner Series	Fresh Direct	\$ 1,351.84
2019	4	Waitstaff for the Working Dinner hosted by SECSTATE with non-USG Officials for the U.S. Foreign Policy Discussion Dinner Series	Waitstaff	\$ 1,094.50
2019	4	Working Dinner Meeting hosted by SECSTATE with non-USG Officials for the U.S. Foreign Policy Discussion Dinner Series	Fresh Direct	\$ 719.76
2019	4	Waitstaff for the Working Dinner Meeting hosted by SECSTATE with non-USG Officials for the U.S. Foreign Policy Discussion Dinner Series	Waitstaff	\$ 995.00
2019	4	Waitstaff for the Working Dinner Meeting hosted by SECSTATE with non-USG Officials for the U.S. Foreign Policy Discussion Dinner Series	Waitstaff	\$ 851.50
2019	4	Working Dinner Meeting hosted by SECSTATE with non-USG Officials for the U.S. Foreign Policy Discussion Dinner Series	Costco, Fresh Direct, Amazon	\$ 1,106.06
2019	4	Waitstaff for the Working Dinner Meeting hosted by SECSTATE with non-USG Officials for the U.S. Foreign Policy Discussion Dinner Series	Waitstaff	\$ 1,148.50
2019	4	Working Dinner Meeting hosted by SECSTATE with non-USG Officials for the U.S. Foreign Policy Discussion Dinner Series	Costco, Whole Foods	\$ 843.32
2019	4	Working Dinner Meeting hosted by SECSTATE with non-USG Officials for the U.S. Foreign Policy Discussion Dinner Series	SemperServe, LLC	\$ 664.17
2019	3	Working Dinner Meeting hosted by SECSTATE with non-USG Officials for the U.S. Foreign Policy Discussion Dinner Series	Costco, Fresh Direct, Wegmans, The Market	\$ 871.73
2019	3	Working Dinner Meeting hosted by SECSTATE with non-USG Officials for the U.S. Foreign Policy Discussion Dinner Series	Whole Foods, Costco	\$ 760.31
2019	3	Waitstaff for the Working Dinner Meeting hosted by SECSTATE with non-USG Officials for the U.S. Foreign Policy Discussion Dinner Series	Waitstaff	\$ 887.00
2019	3	Working Dinner Meeting hosted by SECSTATE with non-USG Officials for the U.S. Foreign Policy Discussion Dinner Series	Whole Foods, Costco, Mom's	\$ 591.35

SECSTATE U.S. Foreign Policy Discussion Dinner Series

Year	Qtr	Purpose	Payee	Amount
2019	3	Waitstaff for the Working Dinner Meeting hosted by SECSTATE with non-USG Officials for the U.S. Foreign Policy Discussion Dinner Series	Waitstaff	\$ 1,613.00
2019	3	Waitstaff for the Working Dinner Meeting hosted by SECSTATE with non-USG Officials for the U.S. Foreign Policy Discussion Dinner Series	Waitstaff	\$ 986.50
2019	3	Working Dinner Meeting hosted by SECSTATE with non-USG Officials for the U.S. Foreign Policy Discussion Dinner Series	Fresh Direct	\$ 988.12
2019	3	Working Dinner Meeting hosted by SECSTATE with non-USG Officials for the U.S. Foreign Policy Discussion Dinner Series	SemperServe, LLC	\$ 316.48
2019	2	Wait Staff for the Working Dinner hosted by SECSTATE with non-USG Officials for the U.S. Foreign Policy Discussion Dinner Series	Waitstaff	\$ 688.50
2019	2	Working Dinner hosted by SECSTATE with non-USG Officials for the U.S. Foreign Policy Discussion Dinner Series	ADAD, LLC DBA Moti's Market	\$ 166.97
2019	2	Working Dinner hosted by SECSTATE with non-USG Officials for the U.S. Foreign Policy Discussion Dinner Series	Costco, Whole Foods	\$ 709.28
2019	2	Working Dinner hosted by SECSTATE with non-USG Officials for the U.S. Foreign Policy Discussion Dinner Series	Costco, Wegmans	\$ 1,114.12
2019	2	Wait Staff for the Working Dinner hosted by SECSTATE with non-USG Officials for the U.S. Foreign Policy Discussion Dinner Series	Waitstaff	\$ 762.75
2019	2	Working Dinner hosted by SECSTATE with non-USG Officials for the U.S. Foreign Policy Discussion Dinner Series	Hobby Lobby, Fancy Sprinkles	\$ 57.47
2019	2	Working Dinner hosted by SECSTATE with non-USG Officials for the U.S. Foreign Policy Discussion Dinner Series	Whole Foods, McArthur Bev, Fresh Direct	\$ 809.04
2019	2	Wait Staff for the Working Dinner hosted by SECSTATE with non-USG Officials for the U.S. Foreign Policy Discussion Dinner Series	Waitstaff	\$ 877.50
2019	2	Wait Staff for the Working Dinner hosted by SECSTATE with non-USG Officials for the U.S. Foreign Policy Discussion Dinner Series	Waitstaff	\$ 779.00

SECSTATE U.S. Foreign Policy Discussion Dinner Series

Year	Qtr	Purpose	Payee	Amount
2019	2	Working Dinner hosted by SECSTATE with non-USG Officials for the U.S. Foreign Policy Discussion Dinner Series	SemperServe, LLC	\$ 98.91
2019	2	Working Dinner hosted by SECSTATE with non-USG Officials for the U.S. Foreign Policy Discussion Dinner Series	SemperServe, LLC	\$ 98.91
2019	2	Working Dinner hosted by SECSTATE with non-USG Officials for the U.S. Foreign Policy Discussion Dinner Series	SemperServe, LLC	\$ 123.64
2019	2	Working Dinner hosted by SECSTATE with non-USG Officials for the U.S. Foreign Policy Discussion Dinner Series	SemperServe, LLC	\$ 98.91
2019	2	Working Dinner hosted by SECSTATE with non-USG Officials for the U.S. Foreign Policy Discussion Dinner Series	SemperServe, LLC	\$ 98.91
2019	1	Wait Staff for the Working Dinner hosted by SECSTATE and Mrs. Pompeo for the U.S. Foreign Policy Discussion Dinner Series	Waitstaff	\$ 796.50
2019	1	Wait Staff for the Working Dinner hosted by SECSTATE and Mrs. Pompeo for the U.S. Foreign Policy Discussion Dinner Series	Waitstaff	\$ 648.00
2019	1	Wait Staff for the Working Dinner hosted by SECSTATE and Mrs. Pompeo for the U.S. Foreign Policy Discussion Dinner Series	Waitstaff	\$ 796.50
2019	1	Beverages for the Dinner hosted by SECSTATE and Mrs. Pompeo for the U.S. Foreign Policy Discussion Dinner Series	Rep. Restorative, Cotton & Reed, Washington Wine & Spirits	\$ 136.61
2019	1	Dinner hosted by SECSTATE and Mrs. Pompeo for the U.S. Foreign Policy Discussion Dinner Series	Costco, Whole Foods, North West Wild Food	\$ 951.65
2019	1	Dinner hosted by SECSTATE and Mrs. Pompeo for the U.S. Foreign Policy Discussion Dinner Series	Wegmans	\$ 42.99
2019	1	Dinner hosted by SECSTATE and Mrs. Pompeo in honor of the Foreign Minister of Cyprus and for the U.S. Foreign Policy Discussion Dinner Series	Costco, Mom's, Whole Foods Market	\$ 1,087.23
2019	1	Wait Staff for the Dinner hosted by SECSTATE and Mrs. Pompeo for the U.S. Foreign Policy Discussion Dinner Series	Waitstaff	\$ 432.00
2019	1	Dinner hosted by SECSTATE and Mrs. Pompeo for the U.S. Foreign Policy Discussion Dinner Series	Costco, Mom's, Whole Foods Market	\$ 1,163.54

SECSTATE U.S. Foreign Policy Discussion Dinner Series

Year	Qtr	Purpose	Payee	Amount
2019	1	Wait Staff for the Dinner hosted by SECSTATE and Mrs. Pompeo for the U.S. Foreign Policy Discussion Dinner Series	Waitstaff	\$ 851.50
2019	1	Dinner hosted by SECSTATE and Mrs. Pompeo for the U.S. Foreign Policy Discussion Dinner Series	SemperServe, LLC	\$ 98.91
2019	1	Dinner hosted by SECSTATE and Mrs. Pompeo for the U.S. Foreign Policy Discussion Dinner Series	SemperServe, LLC	\$ 197.82
2018	4	U.S. Foreign Policy Discussion dinner Series hosted by SECSTATE	Costco, Whole Food Market	\$ 942.50
2018	4	Waitstaff for the U.S. Foreign Policy Discussion dinner Series hosted by SECSTATE	Waitstaff	\$ 891.00
2018	4	Beverages for the U.S. Foreign Policy Discussion dinner Series hosted by SECSTATE	Riverside Liquors	\$ 90.22
2018	4	Waitstaff for the U.S. Foreign Policy Discussion dinner Series hosted by SECSTATE	Waitstaff	\$ 742.50
2018	4	Elevator Services for the U.S. Foreign Policy Discussion dinner Series hosted by SECSTATE	SemperServe, LLC	\$ 197.82
2018	4	25 Menu Inserts and 8th Floor Tour Tickets for the U.S. Foreign Policy Discussion Dinner Series hosted by SECSTATE	Mosaic Express	\$ 143.51
2018	4	100 8th Floor Tour Tickets with 100 Covers for the U.S. Foreign Policy Discussion Dinner Series hosted by SECSTATE	Mosaic Express	\$ 148.41
2018	4	22 Menu Inserts for the U.S. Foreign Policy Discussion Dinner Series hosted by SECSTATE	Mosaic Express	\$ 104.54

GENERAL ENTERTAINMENT EXPENSES
01/01/2020 - 03/31/2020

CATERERS

<u>Purpose</u>	<u>Payee</u>	<u>Amount</u>
Food and Beverages for the Working Dinner hosted by SECSTATE with non-USG Officials for the U.S. Foreign Policy Discussion Dinner Series	Costco, Whole Foods, Riverside Liquors, Fresh Direct	\$1,372.65
Wait Staff for the Working Dinner hosted by SECSTATE with non-USG Officials for the U.S. Foreign Policy Discussion Dinner Series	(b)(6)	\$914.00
Food for the Reception co-hosted by VPOTUS and SECSTATE in honor of the Prime Minister of Greece and Mrs. Mitsotaki	International Gourmet Foods, Inc.	\$381.33
Beverages for the Reception co-hosted by VPOTUS and SECSTATE in honor of the Prime Minister of Greece and Mrs. Mitsotaki	Total Wine & More	\$733.43

GENERAL ENTERTAINMENT EXPENSES
01/01/2020 - 03/31/2020

CATERERS

<u>Purpose</u>	<u>Payee</u>	<u>Amount</u>
Pastries for the Working Luncheon hosted by SECSTATE for the Foreign Affairs Policy Board	Hawthorne Fine Breakfast Pastry	\$76.66
Wait Staff for the Working Dinner hosted by SECSTATE for the Foreign Affairs Policy Board	(b)(6)	\$985.75
Food and Beverages for the Working Dinner hosted by SECSTATE for the Foreign Affairs Policy Board	Costco	\$818.02
Food and Beverages for the Working Dinner hosted by SECSTATE with non-USG Officials for the U.S. Foreign Policy Discussion Dinner Series	Riverside Liquors, Fresh Direct, Whole Foods Market	\$1,027.93
Wait Staff for the Working Dinner hosted by SECSTATE with non-USG Officials for the U.S. Foreign Policy Discussion Dinner Series	(b)(6)	\$1,929.00

GENERAL ENTERTAINMENT EXPENSES
01/01/2020 - 03/31/2020

CATERERS

<u>Purpose</u>	<u>Payee</u>	<u>Amount</u>
Food and Beverages for the Working Dinner hosted by SECSTATE with non-USG Officials for the U.S. Foreign Policy Discussion Dinner Series	Costco, Party City	\$1,082.82
Food and Beverages for the Working Dinner hosted by SECSTATE in honor of the Former Prime Minister of Canada	Whole Foods	\$398.60
Wait Staff for the Working Dinner hosted by SECSTATE in honor of the Former Prime Minister of Canada	(b)(6)	\$162.00
Beverages for official events hosted by SECSTATE and Deputy SECSTATE	Siema Wines	\$535.07
Beverages for official events hosted by SECSTATE and Deputy SECSTATE	Afton Vineyards & Winery, LLC	\$1,622.40
Beverages for official events hosted by SECSTATE and Deputy SECSTATE	Costco	\$498.84

GENERAL ENTERTAINMENT EXPENSES
01/01/2020 - 03/31/2020

ELEVATOR OPERATOR SERVICES

<u>Purpose</u>	<u>Payee</u>	<u>Amount</u>
Reception hosted by SECSTATE for 2019 Diplomacy at Home for the Holidays in Honor of Unaccompanied Tour Families	Semper Serve	\$204.36
Working Luncheon hosted by SECSTATE for the Foreign Affairs Policy Board	Quality Elevator Co., Inc.	\$620.00
Working Dinner hosted by SECSTATE with non-USG Officials for the U.S. Foreign Policy Discussion Dinner Series	SemperServe, LLC	\$119.21
Reception co-hosted by VPOTUS and SECSTATE in honor of the Prime Minister of Greece and Mrs. Mitsotaki	SemperServe, LLC	\$935.44
Reception hosted by the Chief of Protocol on the Occasion of the President's State of the Union Address to the Joint Session of Congress	SemperServe, LLC	\$212.87
Working Dinner hosted by SECSTATE with non-USG Officials for the U.S. Foreign Policy Discussion Dinner Series	SemperServe, LLC	\$204.36

GENERAL ENTERTAINMENT EXPENSES
01/01/2020 - 03/31/2020

ENGRAVING AND SPECIALIZED PRINTING

<u>Purpose</u>	<u>Payee</u>	<u>Amount</u>
2019 Holiday Cards for SECSTATE sent to Foreign Officials	Brewood	\$6,963.00
Menus and Oath Cards for the White House Credentialing Ceremony in honor of New Members of the Diplomatic Corps	Brewood	\$725.00
Holiday Cards for the 2019 White House Tour in honor of the Chiefs of Diplomatic Missions	Brewood	\$1,390.00
200 Tour Tickets and 250 Menu Inserts for the Working Dinner hosted by SECSTATE with non- USG Officials for the U.S. Foreign Policy Discussion Dinner Series	Mosaic Express	<u>\$206.89</u>
Engraving and Specialized Printing - Total Second Quarter		<u><u>\$9,284.89</u></u>

GENERAL ENTERTAINMENT EXPENSES
10/01/2019 - 12/31/2019

CATERERS

<u>Purpose</u>	<u>Payee</u>	<u>Amount</u>
Waitstaff for the Working Dinner hosted by SECSTATE with non-USG Officials for the U.S. Foreign Policy Discussion Dinner Series	(b)(6)	\$914.00
Working Dinner hosted by SECSTATE with non-USG Officials for the U.S. Foreign Policy Discussion Dinner Series	Whole Foods, Costco	\$567.79
Reception hosted by POTUS and FLOTUS on the Occasion of the Seventy Fourth United Nations General Assembly	Paramount Hotel New York	\$227.70
Working Luncheon hosted by SECSTATE for the Foreign Affairs Policy Board	Wegmans	\$26.28
Waitstaff for the Working Luncheon hosted by SECSTATE for the Foreign Affairs Policy Board	(b)(6)	\$774.00
Working Luncheon hosted by SECSTATE for the Foreign Affairs Policy Board	Whole Foods, Porter & York Meats	\$961.30

GENERAL ENTERTAINMENT EXPENSES
10/01/2019 - 12/31/2019

CATERERS

<u>Purpose</u>	<u>Payee</u>	<u>Amount</u>
Waitstaff for the Ceremony and Reception hosted by SECSTATE for The 2018 Awards for Corporate Excellence	(b)(6)	\$1,626.00
Ceremony and Reception hosted by SECSTATE for The 2018 Awards for Corporate Excellence	Costco, Wegmans	\$350.69
Waitstaff for the Reception hosted by SECSTATE in honor of the American Hostages on the Occasion of the 40th Anniversary of the United State Embassy Takeover in Tehran	(b)(6)	\$2,081.50
Beverages for official events hosted by SECSTATE and Deputy SECSTATE	Republic of Tea	\$1,179.64
Working Luncheon hosted by SECSTATE in honor of the Foreign Minister of Qatar	Whole Foods, Costco	\$250.09
Working Dinner hosted by SECSTATE with non-USG Officials for the U.S. Foreign Policy Discussion Dinner Series	Costco, Whole Foods, Mom's	\$942.29

GENERAL ENTERTAINMENT EXPENSES
10/01/2019 - 12/31/2019

CATERERS

<u>Purpose</u>	<u>Payee</u>	<u>Amount</u>
Ceremony and Reception hosted by SECSTATE for The 2018 Awards for Corporate Excellence	Ridgewells Catering	\$5,000.00
Waitstaff for the Working Dinner hosted by SECSTATE with non-USG Officials for the U.S. Foreign Policy Discussion Dinner Series	(b)(6)	\$1,410.00
Working Luncheon hosted by SECSTATE in honor of the Foreign Minister of Qatar	Whole Foods, Costco	\$250.09
Waitstaff for the Working Luncheon and Meeting hosted by SECSTATE for 2019 Defeat ISIS Global Coalition Ministerial	(b)(6)	\$2,995.00
US-Russia Working Ministerial Meeting and Luncheon hosted by SECSTATE in honor of the Foreign Minister of Russia	Costco, Whole Foods	\$379.31
US-Russia Working Ministerial Meeting and Luncheon hosted by SECSTATE in honor of the Foreign Minister of Russia	Moti's Market	\$76.99

GENERAL ENTERTAINMENT EXPENSES
10/01/2019 - 12/31/2019

ELEVATOR OPERATOR SERVICES

<u>Purpose</u>	<u>Payee</u>	<u>Amount</u>
Working Luncheon hosted by SECSTATE for the Foreign Affairs Policy Board	Quality Elevator Co., Inc.	\$620.00
Middle East Peace Working Dinner hosted by SECSTATE	Quality Elevator Co., Inc.	\$310.00
Ceremony and Reception hosted by SECSTATE for The 2018 Awards for Corporate Excellence	SemperServe, LLC	\$8.51
Working Dinner hosted by SECSTATE with non-USG Officials for the U.S. Foreign Policy Discussion Dinner Series	SemperServe, LLC	<u>\$119.21</u>
Elevator Operator Services - Total First Quarter		<u><u>\$1,057.72</u></u>

GENERAL ENTERTAINMENT EXPENSES
07/01/2019 - 09/30/2019

CATERERS

<u>Purpose</u>	<u>Payee</u>	<u>Amount</u>
Beverages for official events hosted by SECSTATE and Deputy SECSTATE	Siema Wines	\$479.88
Working Dinner Meeting hosted by SECSTATE with non-USG Officials for the U.S. Foreign Policy Discussion Dinner Series	Fresh Direct	\$1,351.84
Holiday Cookies for the 2018 Diplomacy at Home for the Holidays hosted by SECSTATE in honor of Unaccompanied Tour Families	Maribeth's Bakery	\$1,476.05
Reception hosted by SECSTATE for the Former Employee Recognition Ceremony	Maribeth's Bakery	\$721.10
Waitstaff for the Working Dinner Meeting hosted by SECSTATE for the Foreign Affairs Policy Board	(b)(6)	\$945.00
Waitstaff for the Working Dinner hosted by SECSTATE with non-USG Officials for the U.S. Foreign Policy Discussion Dinner Series	(b)(6)	\$1,094.50

GENERAL ENTERTAINMENT EXPENSES
07/01/2019 - 09/30/2019

CATERERS

<u>Purpose</u>	<u>Payee</u>	<u>Amount</u>
Waitstaff for the Independence Day Reception hosted by SECSTATE for the Chiefs of Diplomatic Missions and their Families	(b)(6)	\$12,218.75
Working Dinner Meeting hosted by SECSTATE with non-USG Officials for the U.S. Foreign Policy Discussion Dinner Series	Fresh Direct	\$719.76
Waitstaff for the Working Dinner Meeting hosted by SECSTATE with non-USG Officials for the U.S. Foreign Policy Discussion Dinner Series	(b)(6)	\$995.00
Waitstaff for the Reception hosted by SECSTATE in honor of the 2020 Dubai Expo	(b)(6)	\$1,134.00

GENERAL ENTERTAINMENT EXPENSES
07/01/2019 - 09/30/2019

CATERERS

<u>Purpose</u>	<u>Payee</u>	<u>Amount</u>
Waitstaff for the Working Dinner Meeting hosted by SECSTATE with non-USG Officials for the U.S. Foreign Policy Discussion Dinner Series	(b)(6)	\$851.50
Working Dinner Meeting hosted by SECSTATE with non-USG officials for the U.S. Foreign Policy Discussion Dinner Series	Costco, Fresh Direct, Amazon	\$1,106.06
Beverages for official events hosted by SECSTATE and Deputy SECSTATE	Zachys DC	\$835.96
Waitstaff for the Working Luncheon hosted by SECSTATE in honor of the Foreign Secretary of the United Kingdom	(b)(6)	\$270.00
Working Luncheon hosted by SECSTATE in honor of the Foreign Secretary of the United Kingdom	Costco, Whole Foods	\$413.22
Day 2 Catering for the Ministerial to Advance Religious Freedom hosted by SECSTATE	Ridgewells Catering	\$112,700.00

GENERAL ENTERTAINMENT EXPENSES
07/01/2019 - 09/30/2019

CATERERS

<u>Purpose</u>	<u>Payee</u>	<u>Amount</u>
Working Luncheon hosted by SECSTATE in honor of the President of Serbia	Lotte NY Palace	\$2,228.94
Waitstaff for the Working Dinner Meeting hosted by SECSTATE with non-USG officials for the U.S. Foreign Policy Discussion Dinner Series	(b)(6)	\$1,148.50
Working Dinner Meeting hosted by SECSTATE with non-USG Officials for the U.S. Foreign Policy Discussion Dinner Series	Costco, Whole Foods	\$843.32
Luncheon hosted by the Chief of Protocol in honor of the Newly Accredited Ambassadors	The Blair House	<u>\$3,722.85</u>
	Caterers - Total Fourth Quarter	<u><u>\$498,649.83</u></u>

GENERAL ENTERTAINMENT EXPENSES
07/01/2019 - 09/30/2019

ELEVATOR OPERATOR SERVICES

<u>Purpose</u>	<u>Payee</u>	<u>Amount</u>
Independence Day Reception hosted by SECSTATE for the Diplomatic Corps and their Families	Quality Elevator Co., Inc.	\$1,860.00
Working Dinner Meeting hosted by SECSTATE with non-USG Officials for the U.S. Foreign Policy Discussion Dinner Series	SemperServe, LLC	\$664.17
Working Dinner Meeting hosted by SECSTATE for the Foreign Affairs Policy Board	SemperServe, LLC	\$357.63
Working Dinner hosted by SECSTATE in honor of the Chairman of the United States Senate Foreign Relations Committee	SemperServe, LLC	\$304.36
Independence Day Reception hosted by SECSTATE for the Chiefs of Diplomatic Missions and their Families	SemperServe, LLC	\$510.90

GENERAL ENTERTAINMENT EXPENSES
04/01/2019 - 06/30/2019

CATERERS

<u>Purpose</u>	<u>Payee</u>	<u>Amount</u>
Working Dinner Meeting hosted by SECSTATE with non-USG officials for the U.S. Foreign Policy Discussion Dinner Series	Costco, Fresh Direct, Wegmans, The Market	\$871.73
Luncheon hosted by the Chief of Protocol for the Newly Accredited Ambassadors	Spilled Milk Catering	\$4,832.25
Official Dinner hosted by SECSTATE in honor of Families of Americans Held Captive Abroad	Costco	\$64.73
Waitstaff for the Dinner hosted by SECSTATE in honor of Families of Americans Held Captive Abroad	(b)(6)	\$1,444.00
Reception hosted by the Chief of Protocol for the Diplomatic Corps on the Occasion of the NATO Secretary General's Address to a Joint Session of Congress	Hawthorne Pastries	\$274.30

GENERAL ENTERTAINMENT EXPENSES
04/01/2019 - 06/30/2019

CATERERS

<u>Purpose</u>	<u>Payee</u>	<u>Amount</u>
Coffee Services for Experience America in Gulf Port, MS	MGM Resorts International	\$720.00
Reception hosted by SECSTATE for the 2019 Former Employee Recognition Ceremony	RSVP Catering	\$18,740.00
Working Lunch hosted by SECSTATE in honor of the Presidents of Palau, Micronesia, and Marshall Islands	Wegmans, Whole Food, Fresh Direct	\$1,233.68
Waitstaff for the Working Lunch hosted by SECSTATE in honor of the Presidents of Palau, Micronesia, and Marshall Islands	(b)(6)	\$1,371.00
Beverages for official events hosted by SECSTATE and Deputy SECSTATE	Buena Vista Winery	\$830.40
Working Dinner Meeting hosted by SECSTATE with non-USG officials for the U.S. Foreign Policy Discussion Dinner Series	Fresh Direct	\$760.31

GENERAL ENTERTAINMENT EXPENSES
04/01/2019 - 06/30/2019

CATERERS

<u>Purpose</u>	<u>Payee</u>	<u>Amount</u>
Waitstaff for the Working Dinner Meeting hosted by SECSTATE with non-USG officials for the U.S. Foreign Policy Discussion Dinner Series	(b)(6)	\$887.00
Working Dinner Meeting hosted by SECSTATE with non-USG officials for the U.S. Foreign Policy Discussion Dinner Series	Whole Foods, Costco, Mom's	\$591.35
Waitstaff for the Working Dinner Meeting hosted by SECSTATE with non-USG officials for the U.S. Foreign Policy Discussion Dinner Series	(b)(6)	\$1,613.00
Working Dinner Meeting hosted by SECSTATE in honor of Members of The Senate Foreign Relations Committee with their Spouses	Costco, Fresh Direct, Amazon, Cordial Union Market	\$1,504.80
Reception hosted by SECSTATE for the 2019 Release of the Trafficking in Persons Report Announcement & Recognition for Awardees Ceremony	(b)(6)	\$946.00

GENERAL ENTERTAINMENT EXPENSES
04/01/2019 - 06/30/2019

CATERERS

<u>Purpose</u>	<u>Payee</u>	<u>Amount</u>
Pastries for the Reception hosted by SECSTATE for the 2019 Release of the Trafficking in Persons Report Announcement & Recognition for Awardees Ceremony	Hawthorne Pastries	\$325.92
Pastries for the 2019 NATO Summit Delegations' Planning Meeting hosted by the Chief of Protocol	Hawthorne Pastries	\$149.60
Beverages for official events hosted by SECSTATE and Deputy SECSTATE	Republic National Distributing Co, LLC	\$3,389.04
Waitstaff for the Working Dinner hosted by SECSTATE with non-USG officials for the U.S. Foreign Policy Discussion Dinner Series	(b)(6)	\$986.50
Working Dinner hosted by SECSTATE with non-USG officials for the U.S. Foreign Policy Discussion Dinner Series	Fresh Direct	\$988.12

GENERAL ENTERTAINMENT EXPENSES
04/01/2019 - 06/30/2019

ELEVATOR OPERATOR SERVICES

<u>Purpose</u>	<u>Payee</u>	<u>Amount</u>
Working Dinner Meeting hosted by SECSTATE in honor of Members of The Senate Foreign Relations Committee with their Spouses	Quality Elevator Co., Inc.	\$310.00
Working Dinner Meeting hosted by SECSTATE with non-USG officials for the U.S. Foreign Policy Discussion Dinner Series	SemperServe, LLC	<u>\$316.48</u>
Elevator Operator Services - Total Third Quarter		<u><u>\$626.48</u></u>

GENERAL ENTERTAINMENT EXPENSES
01/01/2019 - 03/31/2019

CATERERS

<u>Purpose</u>	<u>Payee</u>	<u>Amount</u>
Waitstaff for the Reception hosted by SECSTATE for 2018 "Diplomacy at Home for the Holidays" in Honor of Unaccompanied Tour Families	(b)(6)	\$3,629.00
Working Dinner Meeting hosted by SECSTATE for the Middle East Peace Process	Whole Foods	\$284.86
Waitstaff for the Working Dinner Meeting hosted by SECSTATE for the Middle East Peace Process	(b)(6)	\$216.00
Waitstaff for the Working Dinner hosted by SECSTATE with non-USG officials for the U.S. Foreign Policy Discussion Dinner Series	(b)(6)	\$688.50
Working Dinner hosted by SECSTATE with non-USG officials for the U.S. Foreign Policy Discussion Dinner Series	ADAD, LLC DBA Moti's Market	\$166.97

GENERAL ENTERTAINMENT EXPENSES
01/01/2019 - 03/31/2019

CATERERS

<u>Purpose</u>	<u>Payee</u>	<u>Amount</u>
Working Dinner hosted by SECSTATE with non-USG officials for the U.S. Foreign Policy Discussion Dinner Series	Costco, Whole Foods	\$709.28
Pastries for the Welcome Reception hosted by the Chief of Protocol in honor of the New Members of the Diplomatic Corps and their Spouses	Hawthorne Pastries	\$57.98
Waitstaff for the Reception hosted by the Chief of Protocol on the Occasion of the President's Address to the Joint Session of Congress	(b)(6)	\$2,272.00
Waitstaff for the Reception hosted by the Chief of Protocol on the Occasion of the President's State of the Union Address to the Joint Session of Congress	Wegmans	\$23.94
Reception hosted by the Chief of Protocol on the Occasion of the President's State of the Union Address to the Joint Session of Congress	Costco, Ridgewells Catering, Wegmans	\$9,034.08

GENERAL ENTERTAINMENT EXPENSES
01/01/2019 - 03/31/2019

CATERERS

<u>Purpose</u>	<u>Payee</u>	<u>Amount</u>
Working Dinner hosted by SECSTATE with non-USG officials for the U.S. Foreign Policy Discussion Dinner Series	Costco, Wegmans	\$1,114.12
Waitstaff for the Working Dinner hosted by SECSTATE with non-USG officials for the U.S. Foreign Policy Discussion Dinner Series	(b)(6)	\$762.75
Welcome Reception hosted by the Chief of Protocol for Experience America in Gulf Coast, MS	ABC Rental, Party City, Sam's Club, Bin 605 LLC, Hobby Lobby, Rouses Markets, Maritime & Seafood Industry Museum	\$1,775.94
Luncheon at the University of Southern Mississippi for Experience America in Gulf Coast, MS	Tony Nelson's	\$892.50
Reception hosted by SECSTATE for 2018 "Diplomacy at Home for the Holidays" in Honor of Unaccompanied Tour Families	Windows Catering Company	\$21,677.50

GENERAL ENTERTAINMENT EXPENSES
01/01/2019 - 03/31/2019

CATERERS

<u>Purpose</u>	<u>Payee</u>	<u>Amount</u>
Working Lunch Meeting hosted by SECSTATE for the North Korean delegation at the Dupont Circle Hotel	Doyle's Hotel Group USA, Ltd.	\$3,508.72
Beverages for official events hosted by SECSTATE and Deputy SECSTATE	Siema Wines	\$321.84
Working Dinner hosted by SECSTATE with non-USG officials for the U.S. Foreign Policy Discussion Dinner Series	Hobby Lobby, Fancy Sprinkles	\$57.47
Working Dinner hosted by SECSTATE with non-USG officials for the U.S. Foreign Policy Discussion Dinner Series	Whole Foods, McArthur Bev, Fresh Direct	\$809.04
Working Lunch Meeting hosted by SECSTATE for 2019 Defeat ISIS Global Coalition Ministerial	Ridgewells Catering	\$95,370.00
Lunch Boxes for the NATO Advance Delegation	Federal City Caterers, Inc.	\$1,050.00

GENERAL ENTERTAINMENT EXPENSES
01/01/2019 - 03/31/2019

CATERERS

<u>Purpose</u>	<u>Payee</u>	<u>Amount</u>
Waitstaff for the Working Dinner hosted by SECSTATE with non- USG officials for the U.S. Foreign Policy Discussion Dinner Series	(b)(6)	\$877.50
Waitstaff for the Embassy Briefing Meeting in preparation of 2019 NATO Summit	(b)(6)	\$216.00
Waitstaff for the Working Dinner hosted by SECSTATE with non- USG officials for the U.S. Foreign Policy Discussion Dinner Series	(b)(6)	\$779.00
Beverages for official events hosted by SECSTATE and Deputy SECSTATE	Siema Wines	\$628.02
Beverages for official events hosted by SECSTATE and Deputy SECSTATE	Total Wine & More	<u>\$54.96</u>
	Caterers - Total Second Quarter	<u><u>\$236,648.02</u></u>

GENERAL ENTERTAINMENT EXPENSES
01/01/2019 - 03/31/2019

ELEVATOR OPERATOR SERVICES

<u>Purpose</u>	<u>Payee</u>	<u>Amount</u>
Working Dinner hosted by SECSTATE with non-USG officials for the U.S. Foreign Policy Discussion Dinner Series	SemperServe, LLC	\$98.91
2018 Holiday Reception hosted by SECSTATE for the Chiefs of Diplomatic Missions, Congressional Leadership, and Spouses	SemperServe, LLC	\$197.82
Luncheon Meeting hosted by Deputy SECSTATE for the Western Hemisphere Counterterrorism Ministerial	SemperServe, LLC	\$41.21
Special Tour hosted by SECSTATE for Kennedy Center Honors Reception	SemperServe, LLC	\$750.07
Docent Services provided for the Special Tour hosted by SECSTATE for the Kennedy Center Honors Reception	SemperServe, LLC	\$168.00
Dinner hosted by SECSTATE for the Middle East Peace Conference	SemperServe, LLC	\$131.88

GENERAL ENTERTAINMENT EXPENSES
01/01/2019 - 03/31/2019

ELEVATOR OPERATOR SERVICES

<u>Purpose</u>	<u>Payee</u>	<u>Amount</u>
Working Dinner hosted by SECSTATE with non-USG officials for the U.S. Foreign Policy Discussion Dinner Series	SemperServe, LLC	\$98.91
2017 Awards for Corporate Excellence hosted by SECSTATE	SemperServe, LLC	\$82.43
Dinner hosted by SECSTATE for The Woodrow Wilson International Center for Scholars	SemperServe, LLC	\$65.94
Working Dinner hosted by SECSTATE with non-USG officials for the U.S. Foreign Policy Discussion Dinner Series	SemperServe, LLC	\$123.64
Working Dinner hosted by SECSTATE with non-USG officials for the U.S. Foreign Policy Discussion Dinner Series	SemperServe, LLC	\$98.91
Technician for the Reception hosted by SECSTATE for 2018 Independence Day	Quality Elevator Co., Inc.	\$1,705.00

GENERAL ENTERTAINMENT EXPENSES
01/01/2019 - 03/31/2019

ELEVATOR OPERATOR SERVICES

<u>Purpose</u>	<u>Payee</u>	<u>Amount</u>
Reception hosted by SECSTATE on the occasion of the President's State of the Union Address to the Joint Session of Congress	SemperServe, LLC	\$131.88
Working Dinner hosted by SECSTATE with non-USG officials for the U.S. Foreign Policy Discussion Dinner Series	SemperServe, LLC	<u>\$98.91</u>
Elevator Operator Services - Total Second Quarter		<u><u>\$3,793.51</u></u>

GENERAL ENTERTAINMENT EXPENSES
10/01/2018 - 12/31/2018

CATERERS

<u>Purpose</u>	<u>Payee</u>	<u>Amount</u>
Refreshments for the Counterterrorism Briefing hosted by SECSTATE for Diplomatic Corps	Hawthorne Pastries	\$322.72
Waitstaff for the Dinner hosted by SECSTATE and Mrs. Pompeo for the U.S. Foreign Policy Discussion Dinner Series	(b)(6)	\$796.50
Reception hosted by SECSTATE for the 2017 Awards for Corporate Excellence	Costco, Wegmans, Congressional Seafood, IGF	\$2,178.55
Refreshments for the Welcome Reception hosted by the Chief of Protocol in honor of the New Members of the Diplomatic Corps and their Spouses	Costco, Wegmans	\$87.02
Waitstaff for the Welcome Reception hosted by the Chief of Protocol in honor of the New Members of the Diplomatic Corps and their Spouses	(b)(6)	\$297.00
Beverages for official events hosted by SECSTATE and Deputy SECSTATE	The Country Vintner	\$1,271.88

GENERAL ENTERTAINMENT EXPENSES
10/01/2018 - 12/31/2018

CATERERS

<u>Purpose</u>	<u>Payee</u>	<u>Amount</u>
Working Dinner hosted by SECSTATE for the Discussion of Foreign Policy of Mexico	Costco, Wegmans, Whole Foods Market	\$1,852.40
Waitstaff for the Dinner hosted by SECSTATE and Mrs. Pompeo for the U.S. Foreign Policy Discussion Dinner Series	(b)(6)	\$648.00
Beverages for official events hosted by SECSTATE and Deputy SECSTATE	Village Wine & Spirits	\$58.83
Day 1 for the Conference hosted by SECSTATE for the Ministerial to Advance Religious Freedom	Ridgewells Catering	\$87,150.00
A "Taste of Charleston" Community Reception for the 2018 Experience America hosted by the Chief of Protocol	Harvest Catering	\$11,125.04
Welcome Reception aboard USS Yorktown for the 2018 Experience America hosted by the Chief of Protocol	Top Shelf Catering Co., Patriot Points	\$17,700.23

GENERAL ENTERTAINMENT EXPENSES
10/01/2018 - 12/31/2018

CATERERS

<u>Purpose</u>	<u>Payee</u>	<u>Amount</u>
Waitstaff for the Dinner hosted by SECSTATE and Mrs. Pompeo for the U.S. Foreign Policy Discussion Dinner Series	(b)(6)	\$796.50
Beverages for the Dinner hosted by SECSTATE and Mrs. Pompeo for the U.S. Foreign Policy Discussion Dinner Series	Rep. Restorative, Cotton & Reed, Washington Wine & Spirits	\$136.61
Working Luncheon co-hosted by SECSTATE for the Conference on Prosperity and Security in Central America	Costco, Wegmans, Metropolitan Seafood and Poultry, Whole Foods	\$2,243.49
Waitstaff for the Luncheon co-hosted by SECSTATE for the Conference on Prosperity and Security in Central America	(b)(6)	\$2,594.50
Dinner hosted by SECSTATE and Mrs. Pompeo for the U.S. Foreign Policy Discussion Dinner Series	Costco, Whole Foods, North West Wild Food	\$951.65
Dinner hosted by SECSTATE and Mrs. Pompeo for the U.S. Foreign Policy Discussion Dinner Series	Wegmans	\$42.99

GENERAL ENTERTAINMENT EXPENSES
10/01/2018 - 12/31/2018

CATERERS

<u>Purpose</u>	<u>Payee</u>	<u>Amount</u>
Luncheon at the Clemson Restoration Institute Campus for the 2018 Experience America hosted by the Chief of Protocol	Dish & Design Catering Events	\$2,088.29
Food for the "Taste of Charleston" Community Reception for the 2018 Experience America hosted by the Chief of Protocol	Hot Little Biscuit CHS Market, LLC	\$244.00
Working Luncheon co-hosted by SECSTATE for the Conference on Prosperity and Security in Central America	Occasions Caterers	\$2,844.38
Dinner hosted by SECSTATE and Mrs. Pompeo in honor of the Foreign Minister of Cyprus and for the U.S. Foreign Policy Discussion Dinner Series	Costco, Mom's, Whole Foods Market	\$1,087.23
Beverages for official events hosted by SECSTATE and Deputy SECSTATE	Zachy's	\$2,592.00
Reception for the Diplomatic Corps for the State of Administration Series	Conference Systems, Inc.	\$370.47

GENERAL ENTERTAINMENT EXPENSES
10/01/2018 - 12/31/2018

CATERERS

<u>Purpose</u>	<u>Payee</u>	<u>Amount</u>
Waitstaff for the Dinner hosted by SECSTATE and Mrs. Pompeo for the U.S. Foreign Policy Discussion Dinner Series	(b)(6)	\$432.00
Dinner hosted by SECSTATE and Mrs. Pompeo for the U.S. Foreign Policy Discussion Dinner Series	Costco, Mom's, Whole Foods Market	\$1,163.54
Waitstaff for the Dinner hosted by SECSTATE and Mrs. Pompeo for the U.S. Foreign Policy Discussion Dinner Series	(b)(6)	\$851.50
Waitstaff for the Opening Session, Meetings, and Working Luncheon co-hosted by SECSTATE in honor of The U.S.-China Diplomatic & Security Dialogue	(b)(6)	\$1,498.50
Working Luncheon co-hosted by SECSTATE in honor of The U.S.-China Diplomatic & Security Dialogue	Costco, Wegmans, Whole Foods, Webstaurant	\$753.86

GENERAL ENTERTAINMENT EXPENSES
10/01/2018 - 12/31/2018

ELEVATOR OPERATOR SERVICES

<u>Purpose</u>	<u>Payee</u>	<u>Amount</u>
Dinner hosted by SECSTATE and Mrs. Pompeo for the U.S. Foreign Policy Discussion Dinner Series	SemperServe, LLC	\$98.91
Dinner hosted by SECSTATE and Mrs. Pompeo for the U.S. Foreign Policy Discussion Dinner Series	SemperServe, LLC	\$197.82
Reception hosted by SECSTATE for the African Ministerial	Quality Elevator Co., Inc.	\$310.00
Reception hosted by SECSTATE for Independence Day	Quality Elevator Co., Inc.	\$1,550.00
Working Dinner hosted by SECSTATE in honor of the Prime Minister of Israel	Quality Elevator Co., Inc.	\$310.00
Working Dinner hosted by SECSTATE in honor of the Secretary of Foreign Relations of Mexico	Quality Elevator Co., Inc.	<u>\$775.00</u>
Elevator Operator Services - Total First Quarter		<u><u>\$3,241.73</u></u>

GENERAL ENTERTAINMENT EXPENSES
07/01/2018 - 09/30/2018

CATERERS

<u>Purpose</u>	<u>Payee</u>	<u>Amount</u>
Independence Day Reception hosted by the SECSTATE for Chiefs of Mission and Families	Costco, Wegmans, Windows Catering, Riverside Liquors, Home Depot, Fancy Sprinkles, WC Food Lines, Amazon, Siema Wines, Rodman, Perfect Settings, Select Event Group, Michel Services & Catering LLC	\$46,834.79
Reception hosted by the Chief of Protocol in honor of HHS Secretary Alex Salazar for the State of Administration Speaker Series	Hawthorne Fine Breakfast Pastry	\$118.00
The Twilight Tattoo reception hosted by the Chief of Protocol	Army Catering	\$1,769.30
AUSMIN Dinner hosted by the SECSTATE	Stanford Park Hotel	\$3,088.50
U.S. Foreign Policy Discussion Dinner Series hosted by SECSTATE	Costco, Whole Food Market	\$942.50
Waitstaff for the Reception hosted by the Chief of Protocol for the State of Administration Speaker Series	(b)(6)	\$283.50

GENERAL ENTERTAINMENT EXPENSES
07/01/2018 - 09/30/2018

CATERERS

<u>Purpose</u>	<u>Payee</u>	<u>Amount</u>
Waitstaff for the Independence Day Reception hosted by the SECSTATE for Chiefs of Mission and Families	(b)(6)	\$10,830.25
Waitstaff for the U.S. Foreign Policy Discussion Dinner Series hosted by SECSTATE	(b)(6)	\$891.00
Waitstaff for the Briefing hosted by the Chief of Protocol for the Ministerial to Advance Religious Freedom	(b)(6)	\$216.00
Waitstaff for the Luncheon hosted by the Deputy SECSTATE in honor of the Ambassador of China	(b)(6)	\$216.00

GENERAL ENTERTAINMENT EXPENSES
07/01/2018 - 09/30/2018

CATERERS

<u>Purpose</u>	<u>Payee</u>	<u>Amount</u>
Luncheon hosted by the Deputy SECSTATE in honor of the Ambassador of China	Whole Food Market	\$324.36
Food for the members of the Australian Essential Staff during the AUSMIN Dinner hosted by the SECSTATE	Melon Grill	\$85.78
Farewell Reception hosted by the Chief of Protocol for the Ambassador of Colombia	Costco	\$84.29
Waitstaff for the Farewell Reception hosted by the Chief of Protocol for the Ambassador of Colombia	(b)(6)	\$297.00
Beverages for the U.S. Foreign Policy Discussion Dinner Series hosted by SECSTATE	Riverside Liquours	\$90.22
Waitstaff for the U.S. Foreign Policy Discussion Dinner Series hosted by SECSTATE	(b)(6)	\$742.50

GENERAL ENTERTAINMENT EXPENSES
07/01/2018 - 09/30/2018

ELEVATOR OPERATOR SERVICES

<u>Purpose</u>	<u>Payee</u>	<u>Amount</u>
Elevator Services for the U.S. Foreign Policy Discussion Dinner Series hosted by SECSTATE	SemperServe, LLC	\$197.82
Elevator Services for the 27th World Gas Conference hosted by the SECSTATE and Secretary of Energy	SemperServe, LLC	\$189.58
Elevator Services for the Ministerial to Advance Religious Freedom hosted by the SECSTATE	SemperServe, LLC	\$890.20
Elevator Services during the Independence Day Reception hosted by the SECSTATE for Chiefs of Mission and Families	SemperServe, LLC	<u>\$282.60</u>
Elevator Operator Services - Total Fourth Quarter		<u><u>\$1,560.20</u></u>

GENERAL ENTERTAINMENT EXPENSES
07/01/2018 - 09/30/2018

ENGRAVING AND SPECIALIZED PRINTING

<u>Purpose</u>	<u>Payee</u>	<u>Amount</u>
1000 Engraved Gold Great Seal Program Covers for the Diplomatic Partnerships events hosted by the Chief of Protocol	Brewood	\$988.75
25 Menu Inserts and 8th Floor Tour Tickets for the U.S. Foreign Policy Discussion Dinner Series hosted by SECSTATE	Mosaic Express	<u>\$143.51</u>

Engraving and Specialized Printing - Total Fourth Quarter \$1,132.26

GENERAL ENTERTAINMENT EXPENSES
07/01/2018 - 09/30/2018

MISCELLANEOUS

<u>Purpose</u>	<u>Payee</u>	<u>Amount</u>
1000 Gold Tassel Cords for assembling program cover for the Diplomatic Partnerships events hosted by the Chief of Protocol	Tassel Depot	\$305.00
CO2 Tanks rental for the water system for events hosted by the SECSTATE, Chief of Protocol, and Deputy SECSTATE	Roberts Oxygen Company, Inc.	\$193.97
Photo Booths for the Independence Day Reception hosted by the SECSTATE for Chiefs of Mission and Families	Hot Pink Photo Booth LLC	\$1,640.00
Lighting for the Independence Day Reception hosted by the SECSTATE	Frost Lighting Inc	\$2,097.00
500 Menu Cards Inventory for SECSTATE events	Brewood	\$715.00
100 8th Floor Tour Tickets with 100 Covers for the U.S. Foreign Policy Discussion Dinner Series hosted by SECSTATE	Mosaic Express	\$148.41

GENERAL ENTERTAINMENT EXPENSES
07/01/2018 - 09/30/2018

MISCELLANEOUS

<u>Purpose</u>	<u>Payee</u>	<u>Amount</u>
22 Menu Inserts for the U.S. Foreign Policy Discussion Dinner Series hosted by SECSTATE	Mosaic Express	\$104.54
200 Custom Folios Inventory for the White House Credentialing Ceremony hosted by the Chief of Protocol	Book Arts Conservatory	<u>\$8,480.00</u>
	Miscellaneous - Total Fourth Quarter	<u>\$13,683.92</u>
	GRAND TOTAL - GENERAL ENTERTAINMENT	<u>\$775,101.28</u>



United States Department of State

Washington, D.C. 20520

January 29, 2021

Case No. FL-2020-00134

Nikhel Sus
Citizens for Responsibility and Ethics of Washington
1101 K St., NW Suite 201
Washington, DC 20005

Dear Mr. Sus:

As we noted in our letter dated December 29, 2020, we are processing your request for material under the Freedom of Information Act ("FOIA"), 5 U.S.C. § 552. Thus far, the Department has identified an additional 18 responsive records subject to the FOIA. We have determined that 2 documents may be released in full and 16 in part. The processing of your request is ongoing.

An enclosure explains the FOIA exemptions and other grounds for withholding material. Where we have made redactions, the applicable FOIA exemptions are marked on each document. All non-exempt material that is reasonably segregable from the exempt material has been released and is enclosed.

We will keep you informed as your case progresses. If you have any questions, your attorney may contact Assistant United States Attorney Benton Peterson at Benton.Peterson@usdoj.gov or (202) 252-2534. Please refer to the case number, FL-2020-00134, and the civil action number, 20-cv-02076, in all correspondence about this case.

Sincerely,

A handwritten signature in cursive script that reads "Jeanne Miller".

Jeanne Miller
Chief, Programs and Policies Division
Office of Information Programs and Services

Enclosures: As stated.

The Freedom of Information Act (5 USC 552)

FOIA Exemptions

(b)(1) Information specifically authorized by an executive order to be kept secret in the interest of national defense or foreign policy. Executive Order 13526 includes the following classification categories:

- 1.4(a) Military plans, systems, or operations
- 1.4(b) Foreign government information
- 1.4(c) Intelligence activities, sources or methods, or cryptology
- 1.4(d) Foreign relations or foreign activities of the US, including confidential sources
- 1.4(e) Scientific, technological, or economic matters relating to national security, including defense against transnational terrorism
- 1.4(f) U.S. Government programs for safeguarding nuclear materials or facilities
- 1.4(g) Vulnerabilities or capabilities of systems, installations, infrastructures, projects, plans, or protection services relating to US national security, including defense against transnational terrorism
- 1.4(h) Weapons of mass destruction

(b)(2) Related solely to the internal personnel rules and practices of an agency

(b)(3) Specifically exempted from disclosure by statute (other than 5 USC 552), for example:

ARMSEXP	Arms Export Control Act, 50a USC 2411(c)
CIA PERS/ORG	Central Intelligence Agency Act of 1949, 50 USC 403(g)
EXPORT CONTROL	Export Administration Act of 1979, 50 USC App. Sec. 2411(c)
FS ACT	Foreign Service Act of 1980, 22 USC 4004
INA	Immigration and Nationality Act, 8 USC 1202(f), Sec. 222(f)
IRAN	Iran Claims Settlement Act, Public Law 99-99, Sec. 505

(b)(4) Trade secrets and confidential commercial or financial information

(b)(5) Interagency or intra-agency communications forming part of the deliberative process, attorney-client privilege, or attorney work product

(b)(6) Personal privacy information

(b)(7) Law enforcement information whose disclosure would:

- (A) interfere with enforcement proceedings
- (B) deprive a person of a fair trial
- (C) constitute an unwarranted invasion of personal privacy
- (D) disclose confidential sources
- (E) disclose investigation techniques
- (F) endanger life or physical safety of an individual

(b)(8) Prepared by or for a government agency regulating or supervising financial institutions

(b)(9) Geological and geophysical information and data, including maps, concerning wells

Other Grounds for Withholding

NR Material not responsive to a FOIA request excised with the agreement of the requester



Office of the Chief of Protocol of the
United States of America

INVOICE REVIEW FORM

Please check the box below that pertains to your invoice:

- ☐ CHIEF OF PROTOCOL REPRESENTATIONAL FUNDS (Include #of Guests)
- ☒ GENERAL ENTERTAINMENT
- ☐ OFFICIAL GIFTS
- ☐ OFFICIAL VISITS
- ☐ PRESIDENTIAL DELEGATIONS
- ☐ PAY USING GIFT FUNDS

STAFF CONTACT:	(b)(6)		
EVENT / PURPOSE:	U.S. Foreign Policy Discussion Dinner Series with non U.S. Government Officials hosted by the Secretary of State		
DATE OF SERVICE:	09/30/2019		
DESCRIPTION OF SERVICE:	Purchased food and beverage items that were prepared and served during the official event	Number of Guests:	16
AMOUNT SPENT:	\$843.32		
AMOUNT BUDGETED:	\$1,000.00		
JUSTIFICATION IF OVER BUDGET:	N/A		
INVOICE #:	Individual Store Receipts (Whole Foods \$431.27 and Costco \$412.05)		
DATE INVOICE RECEIVED:	09/30/2019		
DATE INVOICE SUBMITTED:	09/30/2019		
PAYMENT DUE DATE:	10/01/2019		
NAME OF VENDOR: (Exactly as the check should be made out; be precise, include incorporations like LLC or Corp.)	(b)(6)		

APPROVED FOR PAYMENT:

Assistant Chief of Protocol

(signature)

(date)

APPROVED BY:

Executive Director of Management

(signature)

(date)

PAID BY:

Budget Analyst

(signature)

(date)

UNCLASSIFIED

UNCLASSIFIED

From:	(b)(6)
To:	
CC:	
Subject:	FW: Invoice18156-1- Pens- Madden IRF.pdf
Date:	Wed, 18 Mar 2020 18:15:06 +0000

Thank you!!

From: (b)(6)
Sent: Wednesday, March 18, 2020 1:47 PM
To: (b)(6) (b)(6)
Subject: Invoice18156-1- Pens- Madden IRF.pdf

Sender:	(b)(6)	
Recipient:		



Office of the Chief of Protocol of the
United States of America

INVOICE REVIEW FORM

Please check the box below that pertains to your invoice:

- ☐ CHIEF OF PROTOCOL REPRESENTATIONAL FUNDS (Include #of Guests)
☐ GENERAL ENTERTAINMENT
☒ OFFICIAL GIFTS
☐ OFFICIAL VISITS
☐ PRESIDENTIAL DELEGATIONS
☐ PAY USING GIFT FUNDS

STAFF CONTACT:	(b)(6)		
EVENT / PURPOSE:	S Inventory		
DATE OF SERVICE:	3/07/2020		
DESCRIPTION OF SERVICE:	150 Pens	Number of Guests:	
AMOUNT SPENT:	\$4,387.50		
AMOUNT BUDGETED:			
JUSTIFICATION IF OVER BUDGET:			
INVOICE #:	18156-1		
DATE INVOICE RECEIVED:	3/10/2020		
DATE INVOICE SUBMITTED:	3/18/2020		
PAYMENT DUE DATE:	4/18/2020		
NAME OF VENDOR: (Exactly as the check should be made out; be precise, include incorporations like LLC or Corp.)	Madden Branded Goods		

APPROVED FOR PAYMENT:

Assistant Chief of Protocol

(b)(6)
(signature)

03/18/2020

(date)

APPROVED BY:

Executive Director of Management

(signature)

(date)

PAID BY:

Budget Analyst

(signature)

(date)



INVOICE

Number 18156-1
Date 07/11/2019
Client ID 812850
Rep Collins Zaban

INVOICE TO

U.S. Department of State

(b)(6)

2201 C St NW

Washington DC 20520

SHIP TO

U.S. Department of State

(b)(6)

2201 C St NW

Washington DC 20520

Ship Via	FOB	Customer Order No.	Terms	Tax Number	
Our Discretion	Factory		Net 20 Days		0099397-001
Qty Shipped	Description		Unit Price	Extension	
150	Calais™ Ballpoint Pen CHROME/BLUE LACQUER		\$29.25	\$4,387.50	
150	IMPRINT ON CLIP: --- Screen Print --- Madison Dinners (Logo) --- 3-Colors: White, Red 1795C, Blue 7700C --- Custom Shape		\$0.00	\$0.00	
150	IMPRINT ON BARREL --- Deep Template Engraving --- ~Madison Dinners~ (Text) --- Colorfill: Red 485C *Box Included*		\$0.00	\$0.00	
1	Setup		\$0.00	\$0.00	
1	REPEAT Artwork		\$0.00	\$0.00	
REPEAT Order #15818 & #16104 Please Ship Ground on UPS #: X6X228					
Terms & Conditions			Artwork	\$0.00	
2% service charge per month (24% per annum) on overdue accounts. All claims for shortages or damaged goods must be made in writing within seven days of receipt of goods or invoice.Thank you for your business!			S & H	\$0.00	
			Sub-Total	\$4,387.50	
			Tax	\$0.00	
			TOTAL	\$4,387.50	
			Deposit	\$0.00	
			Balance Due	\$4,387.50	

Madden Branded Goods, 6810 New Tampa Hwy, Suite 200
 Lakeland, FL, United States 33815

Tel : (863) 682-0013 Fax : (863) 582-9565 Toll Free : (888) 678-3267
 Website : catalog.shopmadden.com Email : info@shopmadden.com

From:	(b)(6)
To:	(b)(6)
Subject:	FW: SIGNED invoice review forms for Mosaic Express
Date:	Tue, 24 Mar 2020 18:47:54 +0000

(b)(6)

Please let me know if you have any questions.

Thanks much!

(b)(6)

From: (b)(6)
Sent: Wednesday, March 11, 2020 4:18 PM
To: (b)(6)
Cc: (b)(6)
Subject: 2 invoice review forms for Mosaic Express

(b)(6)

Thank you in advance for reviewing and processing the 2 attached invoice review forms.

(b)(6)

(b)(6)

Protocol Officer
Office of the Chief of Protocol
U.S. Department of State

(b)(6)

Sender:	(b)(6)
Recipient:	(b)(6)



**1920 L Street NW
Street Entrance #3
Washington DC 20036**

202-296-3276
www.mosaicexpress.com

Invoice

No: **1473**

Date: 12/23/19
Customer PO: Madison Dinner_Tour Tickets
Customer No: 1430
External Ref No: USDS

Ship To:

(b)(6)
U.S. DEPARTMENT OF STATE - OFFICE OF PRO
ATTN: (b)(6) (b)(6)
2201 C STREET, NW ROOM 1238
WASHINGTON DC 20520
Phone: (b)(6)
E-Mail: (b)(6)

Bill To:

U.S. DEPARTMENT OF STATE - OFF
U.S. DEPARTMENT OF STATE - OFFICE OF PRO
ATTN: (b)(6) (b)(6)
2201 C STREET, NW ROOM 1238
WASHINGTON DC 20520
Phone: (b)(6)

Quantity	Description	Amount
200	Tour tickets-Madison Dinners hosted by Sec. of State & Mrs. Pompeo - 7.5 x 4.5_ Classic Crest Natural White 130# cover, 7.5 x 4.5 Classic Natural White Classic Crest	\$ 122.67
250	Cover-130-26 x 40-Classic Natural White, digitally printed on 1 side Classic Crest Writing -Natural White Smooth_80 lb. Text_11x17, QTY: 250 SHEETS(BLANKS)	\$ 84.22
Sales Rep: Taken by: (b)(6)		SUBTOTAL \$ 206.89 TAX SHIPPING \$ 0.00 TOTAL \$ 206.89 AMOUNT DUE \$ 206.89
Tour tickets - 7.5 x 4.5_ Classic Crest Natural White 130# cover		



**1920 L Street NW
Street Entrance #3
Washington DC 20036**

202-296-3276
www.mosaicexpress.com

Invoice

No: **1579**

Date: 1/15/20
Customer PO: Condolence Book Paper
Customer No: 1430
External Ref No: USDS

Ship To:

(b)(6)
U.S. DEPARTMENT OF STATE - OFFICE OF PRO
ATTN: (b)(6) (b)(6)
2201 C STREET, NW ROOM 1238
WASHINGTON DC 20520
Phone: (b)(6)
E-Mail: (b)(6)

Bill To:

U.S. DEPARTMENT OF STATE - OFF
U.S. DEPARTMENT OF STATE - OFFICE OF PRO
ATTN: (b)(6) (b)(6)
2201 C STREET, NW ROOM 1238
WASHINGTON DC 20520
Phone: (b)(6)

Quantity	Description	Amount
1,500	CONDOLENCE BOOK PAPER(blank sheets)_8.5X11_COUGAR NATURAL 80 LB. COVER(TOTAL QTY: 1500) 1250 SHEETS - with 3 HOLE DRILL & 250 SHEETS - no holes.	\$ 149.55
Sales Rep: Taken by: (b)(6)		
		SUBTOTAL \$ 149.55
		TAX
		SHIPPING \$ 0.00
		TOTAL \$ 149.55
CONDOLENCE BOOK PAPER(blank)		AMOUNT DUE \$ 149.55



Office of the Chief of Protocol of the
United States of America

INVOICE REVIEW FORM

Please check the box below that pertains to your invoice:

- ☐ CHIEF OF PROTOCOL REPRESENTATIONAL FUNDS (Include #of Guests)
☒ GENERAL ENTERTAINMENT
☐ OFFICIAL GIFTS
☐ OFFICIAL VISITS
☐ PRESIDENTIAL DELEGATIONS
☐ PAY USING GIFT FUNDS

STAFF CONTACT:	(b)(6)		
EVENT / PURPOSE:	Condolence Book paper for official memorial services		
DATE OF SERVICE:	1/16/2020		
DESCRIPTION OF SERVICE:	1500 sheets of natural white cover weight with 3 drilled holes	Number of Guests:	
AMOUNT SPENT:	\$149.55		
AMOUNT BUDGETED:	\$200.00		
JUSTIFICATION IF OVER BUDGET:			
INVOICE #:	#1579		
DATE INVOICE RECEIVED:	2/21/2020		
DATE INVOICE SUBMITTED:	3/11/2020		
PAYMENT DUE DATE:	3/21/2020		
NAME OF VENDOR: (Exactly as the check should be made out; be precise, include incorporations like LLC or Corp.)	Mosaic Express		

APPROVED FOR PAYMENT:
Assistant Chief of Protocol

(b)(6)

(signature)

3/24/2020

(date)

APPROVED BY:
Executive Director of Management

(signature)

(date)

PAID BY:
Budget Analyst

(signature)

(date)



Office of the Chief of Protocol of the
United States of America

INVOICE REVIEW FORM

Please check the box below that pertains to your invoice:

- ☐ CHIEF OF PROTOCOL REPRESENTATIONAL FUNDS (Include #of Guests)
- ☒ GENERAL ENTERTAINMENT
- ☐ OFFICIAL GIFTS
- ☐ OFFICIAL VISITS
- ☐ PRESIDENTIAL DELEGATIONS
- ☐ PAY USING GIFT FUNDS

STAFF CONTACT:	(b)(6)		
EVENT / PURPOSE:	Madison Dinners Stock item for Madison Dinners hosted by the Secretary of State and the Chief of Protocol (tour tickets and menu insert paper)		
DATE OF SERVICE:	1/16/2020		
DESCRIPTION OF SERVICE:	200 tour tickets; 250 sheets natural white menu insert paper	Number of Guests:	
AMOUNT SPENT:	\$206.89		
AMOUNT BUDGETED:	\$250.00		
JUSTIFICATION IF OVER BUDGET:			
INVOICE #:	#1473		
DATE INVOICE RECEIVED:	2/21/2020		
DATE INVOICE SUBMITTED:	3/11/2020		
PAYMENT DUE DATE:	3/21/2020		
NAME OF VENDOR: (Exactly as the check should be made out; be precise, include incorporations like LLC or Corp.)	Mosaic Express		

APPROVED FOR PAYMENT:

Assistant Chief of Protocol

(b)(6)

(signature)

3/23/2020

(date)

APPROVED BY:

Executive Director of Management

(signature)

(date)

PAID BY:

Budget Analyst

(signature)

(date)

From:	(b)(6)
To:	(b)(6)
Subject:	RE: COP Action Memo for Madison Pens
Date:	Mon, 23 Jul 2018 17:07:11 +0000

Official
UNCLASSIFIED

From: (b)(6)
Sent: Monday, July 23, 2018 12:51 PM
To: (b)(6)
Subject: COP Action Memo for Madison Pens

Please clear!

Official
UNCLASSIFIED

Sender:	(b)(6)	
Recipient:	(b)(6)	

Withheld pursuant to exemption

(b)(5)

of the Freedom of Information and Privacy Act

From:	(b)(6)
To:	Collins Zaban (b)(6)
Subject:	RE: Quote (1) for U.S. Department of State from Madden Branded Goods
Date:	Tue, 14 Aug 2018 19:06:06 +0000

Thank you, Collins! For the first one, is there any way we can keep the "Madison dinners" in the banner on the logo on the Medallion like the second one, while still making it larger?

Official

UNCLASSIFIED DeControlled

From: Collins Zaban (b)(6)
Sent: Tuesday, August 14, 2018 12:57 PM
To: (b)(6)
Subject: RE: Quote (1) for U.S. Department of State from Madden Branded Goods

Hi (b)(6)

You're no pain! I want to make sure you're getting exactly what you want! 😊

Please see the attached and let me know if this is what you're asking for.



Collins Zaban

ACCOUNT MANAGER

(b)(6)

TOLL FREE: 888-678-3267

WEB: SHOPMADDEN.COM

6810 NEW TAMPA HWY

LAKELAND, FLORIDA 33815



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From: (b)(6)
Sent: Tuesday, August 14, 2018 11:20 AM
To: Collins Zaban (b)(6)
Subject: RE: Quote (1) for U.S. Department of State from Madden Branded Goods

Hi Collins!

Thank you!!

So sorry to be a pain- but do you mind sending two proofs:

One of what the old pen would look like if we sent it back to you and you added the Madison Dinners in red onto the silver (with the medallion that we previously ordered)

And then a proof of the bigger medallion size, but is it possible to keep the logo the same? Does that make sense? Thank you!

(b)(6)

Official
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From: Collins Zaban (b)(6)
Sent: Monday, August 13, 2018 11:00 AM
To: (b)(6)
Cc: Fisher, Mary-Kate (b)(6) (b)(6)
Subject: RE: Quote (1) for U.S. Department of State from Madden Branded Goods

Hi (b)(6)!

I hope you enjoyed your weekend!

Please find your revised pen proof attached. Let me know how you would like to move forward.

Thanks!



Collins Zaban
ACCOUNT MANAGER

(b)(6)

TOLL FREE: 888-678-3267

WEB: SHOPMADDEN.COM

6810 NEW TAMPA HWY

LAKELAND, FLORIDA 33815



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From: (b)(6)
Sent: Friday, August 10, 2018 1:53 PM
To: Collins Zaban (b)(6)
Cc: Fisher, Mary-Kate (b)(6) (b)(6)
Subject: RE: Quote (1) for U.S. Department of State from Madden Branded Goods

Yes, please. Thank you!

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From: Collins Zaban (b)(6)
Sent: Friday, August 10, 2018 1:43 PM
To: (b)(6)
Cc: Fisher, Mary-Kate (b)(6) (b)(6)
Subject: RE: Quote (1) for U.S. Department of State from Madden Branded Goods

Hi (b)(6)

It is my pleasure assisting you all. I'm sorry but we cannot imprint on the blue barrel of the pen.

Right now the virtual includes an engraving on the silver barrel. Would you like to see a red screen print on the silver barrel?



Collins Zaban
 ACCOUNT MANAGER

(b)(6)

(b)(6)

TOLL FREE: 888-678-3267

WEB: SHOPMADDEN.COM

6810 NEW TAMPA HWY

LAKELAND, FLORIDA 33815



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From: (b)(6)
Sent: Friday, August 10, 2018 1:04 PM**To:** Collins Zaban (b)(6)**Cc:** Fisher, Mary-Kate (b)(6) (b)(6)**Subject:** RE: Quote (1) for U.S. Department of State from Madden Branded Goods

Hi Collins,

Thank you for this and for all the helpful information in your last email! We actually wanted the "Madison Dinners" font on the bottom of the pen, in the blue area. Can we get another mock-up with that in red, please? Thank you! Have a nice weekend.

(b)(6)

Official**UNCLASSIFIED****DeControlled**

From: Collins Zaban (b)(6)
Sent: Friday, August 10, 2018 10:34 AM**To:** (b)(6)**Cc:** Fisher, Mary-Kate (b)(6) (b)(6)**Subject:** RE: Quote (1) for U.S. Department of State from Madden Branded Goods

Hi (b)(6)

Attached is the proof with the "Madison Dinners" removed from the emblem and added to the barrel engraved.

Please let me know how you would like to move forward and if you have any questions.

Thanks!



Collins Zaban

ACCOUNT MANAGER

(b)(6)

TOLL FREE: 888-678-3267

WEB: SHOPMADDEN.COM

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LAKELAND, FLORIDA 33815



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From: Collins Zaban

Sent: Thursday, August 9, 2018 3:59 PM

To: (b)(6)

Cc: Fisher, Mary-Kate (b)(6) (b)(6)

Subject: RE: Quote (1) for U.S. Department of State from Madden Branded Goods

Hi (b)(6)

Sorry for the delay.

I have answered your questions below in green. ☺

Let me know how you would like to move forward or if you have any other questions.



Collins Zaban

ACCOUNT MANAGER

(b)(6)

(b)(6)

TOLL FREE: 888-678-3267

WEB: SHOPMADDEN.COM

6810 NEW TAMPA HWY

LAKE LAND, FLORIDA 33815



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From: (b)(6)
Sent: Wednesday, August 8, 2018 9:38 AM**To:** Collins Zaban (b)(6)**Cc:** Fisher, Mary-Kate (b)(6) (b)(6)**Subject:** RE: Quote (1) for U.S. Department of State from Madden Branded Goods

Hi Collins,

We're trying to be as cost efficient as possible while having the quickest turn –around possible 😊.

When is the soonest you could get the sample to us by?

I have a virtual being prepared right now with the banner on the emblem removed and “Madison Dinners” engraving added to the barrel and I will have this virtual back tomorrow. If you give me the approval on the virtual tomorrow to move forward on a new spec sample it would take about 8 business days to be in your hands. This spec sample will cost \$29.25 for one piece plus there is a \$210 setup fee unless you went through with an entirely new order then I would be able to waive that setup for you.

Would it expedite things to send one of the pens we already have to have “Madison Dinners” added to the barrel, as opposed to having a whole new pen made? If not, yes, please have another spec made with the emblem change and Madison Dinners on the barrel.

If you ship back the 250 piece order to engrave the barrel on all pens it would take about 6 days to process them and then ship them back to you.

Please send the mock-up as well.

Coming tomorrow! 😊

What would the pricing be for adding “Madison Dinners” to the existing pens?

To add the “Madison Dinners” to the existing pens it would be an additional \$5.50 engraving charge per pen (\$1375 engraving charge for 250 pieces) plus \$3.00 handling fee per pen (\$750 handling fee for 250 pieces) so out the door that would be \$2125.

What would the pricing be for buying whole new pens with new emblem?

If we ordered new pens with the new emblem on the clip and the engraving on the barrel it would be the same as your previous order of \$23.75 per piece plus the \$5.50 per piece engraving charge which ends up being \$29.25 per piece (\$7312.50 for 250 pieces). This order would take about 8 business days to get to you once art has been approved.

Thank you!

(b)(6)

Official

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From: Collins Zaban (b)(6)
Sent: Tuesday, August 7, 2018 6:01 PM
To: (b)(6)
Cc: Fisher, Mary-Kate (b)(6) (b)(6)
Subject: RE: Quote (1) for U.S. Department of State from Madden Branded Goods

Ok awesome!

Are you wondering how the pens will look with "Madison Dinners" removed from the banner on the emblem then added to the barrel of the pen? I could certainly have another spec sample run with the emblem change and "Madison Dinners" etched on the barrel. There's no need for you to send a pen back to us. ☺

I can also have a virtual created so you are able to envision it that way in the meantime.

Please confirm the above. Also, when would you need this sample in hands by? Do we have a little bit of time?



Collins Zaban

ACCOUNT MANAGER

(b)(6)

TOLL FREE: 888-678-3267

WEB: SHOPMADDEN.COM

6810 NEW TAMPA HWY

LAKELAND, FLORIDA 33815



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From: [REDACTED] (b)(6)
Sent: Tuesday, August 7, 2018 4:54 PM
To: Collins Zaban [REDACTED] (b)(6)
Cc: Fisher, Mary-Kate [REDACTED] (b)(6); [REDACTED] (b)(6)
Subject: RE: Quote (1) for U.S. Department of State from Madden Branded Goods

Thank you for your help, Collins! No the pens look great- we just wanted some other options to think about. Would it be possible for me to send one pen back to you, and then have you add the word "Madison Dinners" in white on the bottom of the pen in the blue area, in the same font used in the logo? We'd like to see what that would look like in addition to the medallion. Thank you so much for your help with this, and please let me know if you have any questions!

Best,

[REDACTED] (b)(6)

Official
UNCLASSIFIED DeControlled

From: Collins Zaban [REDACTED] (b)(6)
Sent: Tuesday, August 7, 2018 4:00 PM
To: [REDACTED] (b)(6)
Cc: Fisher, Mary-Kate [REDACTED] (b)(6); [REDACTED] (b)(6)
Subject: RE: Quote (1) for U.S. Department of State from Madden Branded Goods

Hi [REDACTED] (b)(6)

Oh I'm so glad to hear you received the pens!

To answer your questions, the only way for us to make the emblem any bigger would be if we removed the banner protruding off the edges of the emblem, making the whole logo one circular shape rather than having the banner cut out on the sides. And in doing this we would still only be able to enlarge it as much as we have taken off from the banner. Does this make sense?

All-in-all the max size for the emblem is 0.315".

If you decide to remove the banner on the logo and slightly enlarge the emblem to it's full-circle I would be happy to give you a discounted price. Are you unhappy with the pens you received?



Collins Zaban

ACCOUNT MANAGER

(b)(6)

TOLL FREE: 888-678-3267

WEB: SHOPMADDEN.COM

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LAKELAND, FLORIDA 33815



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From: (b)(6)

Sent: Tuesday, August 7, 2018 3:22 PM

To: Collins Zaban (b)(6)

Cc: Fisher, Mary-Kate (b)(6) (b)(6)

Subject: RE: Quote (1) for U.S. Department of State from Madden Branded Goods

Hi Collins,

We received the pens- thank you very much for getting them to us in such a timely manner. Hypothetically, if we wanted to get a larger medallion on the pens, what would the process be? Would we be able to send them back and have the old ones removed and then replaced with larger medallions? Or would an entirely new pen have to be made? If possible, what would be the cost for adding a larger medallion to the current pen? If not possible, what would be the cost to create a whole new pen with a larger medallion? Thank you in advance for your help!

Best,

(b)(6)

(b)(6)

U.S. Department of State
Office of the Chief of Protocol
Diplomatic Gift Unit

(b)(6)

Official
UNCLASSIFIED

From: Collins Zaban (b)(6)
Sent: Tuesday, July 31, 2018 12:14 PM
To: (b)(6)
Cc: Fisher, Mary-Kate (b)(6) (b)(6)
Subject: RE: Quote (1) for U.S. Department of State from Madden Branded Goods

(b)(6)

Completed decorated product(s) ship from China to airport hub in Chicago. The bulk shipment is then unloaded and separated according to carrier, then ships to final destination. We are unable to ship from China facility directly to customer due to customs issues, etc.



Collins Zaban
ACCOUNT MANAGER

(b)(6)

TOLL FREE: 888-678-3267
WEB: SHOPMADDEN.COM
6810 NEW TAMPA HWY
LAKELAND, FLORIDA 33815



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From: [REDACTED] (b)(6)
Sent: Tuesday, July 31, 2018 11:52 AM
To: Collins Zaban [REDACTED] (b)(6)
Cc: Fisher, Mary-Kate [REDACTED] (b)(6) [REDACTED] (b)(6)
Subject: RE: Quote (1) for U.S. Department of State from Madden Branded Goods

Thank you for looking into this. Just to confirm, why are they being sent to Chicago? Is it being assembled there?

Official

UNCLASSIFIED DeControlled

From: Collins Zaban [REDACTED] (b)(6)
Sent: Tuesday, July 31, 2018 10:57 AM
To: [REDACTED] (b)(6)
Cc: Fisher, Mary-Kate [REDACTED] (b)(6) [REDACTED] (b)(6)
Subject: RE: Quote (1) for U.S. Department of State from Madden Branded Goods

Ok [REDACTED] (b)(6) I have some updates!

As mentioned before, the little emblems on the pens are made in China so it was risky to rush this pen in a week BUT the one pen HAS shipped out of China and will arrive in Chicago tomorrow and be delivered to you on Thursday. Because we were not able to get it to you today we will remove that rush charge from your order but you should still have it on Thursday.

I hope this helps. Please let me know if you have any questions.



Collins Zaban

ACCOUNT MANAGER

[REDACTED] (b)(6)

TOLL FREE: 888-678-3267

WEB: SHOPMADDEN.COM

6810 NEW TAMPA HWY

LAKELAND, FLORIDA 33815



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From: [REDACTED] (b)(6)
Sent: Tuesday, July 31, 2018 9:07 AM
To: Collins Zaban [REDACTED] (b)(6)
Cc: Fisher, Mary-Kate [REDACTED] (b)(6) [REDACTED] (b)(6)
Subject: RE: Quote (1) for U.S. Department of State from Madden Branded Goods

Hi Collins!

Any word on the one pen?

Thanks!

Official
UNCLASSIFIED **DeControlled**

From: Collins Zaban [REDACTED] (b)(6)
Sent: Monday, July 30, 2018 5:15 PM
To: [REDACTED] (b)(6)
Cc: Fisher, Mary-Kate [REDACTED] (b)(6) [REDACTED] (b)(6)
Subject: RE: Quote (1) for U.S. Department of State from Madden Branded Goods

The shipping address is:
 2201 C St NW
 Washington, DC 20520



Collins Zaban
 ACCOUNT MANAGER

[REDACTED] (b)(6)

TOLL FREE: 888-678-3267
WEB: SHOPMADDEN.COM
 6810 NEW TAMPA HWY
 LAKELAND, FLORIDA 33815



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From: [REDACTED] (b)(6)
Sent: Monday, July 30, 2018 5:13 PM
To: Collins Zaban [REDACTED] (b)(6)
Cc: Fisher, Mary-Kate [REDACTED] (b)(6) [REDACTED] (b)(6)
Subject: RE: Quote (1) for U.S. Department of State from Madden Branded Goods

Are they shipping it directly to our office?

Official
UNCLASSIFIED DeControlled

From: Collins Zaban [REDACTED] (b)(6)
Sent: Monday, July 30, 2018 5:10 PM
To: [REDACTED] (b)(6)
Cc: Fisher, Mary-Kate [REDACTED] (b)(6) [REDACTED] (b)(6)
Subject: RE: Quote (1) for U.S. Department of State from Madden Branded Goods

[REDACTED] (b)(6)

I have not heard from my vendor. I reached back out and it's not looking too good for tomorrow. But I will know tomorrow if it shipped. If it does not ship today all rush charges will be removed.

The full order is still on track for delivery 08/08/18.



Collins Zaban
 ACCOUNT MANAGER

[REDACTED] (b)(6)

TOLL FREE: 888-678-3267
WEB: SHOPMADDEN.COM
 6810 NEW TAMPA HWY
 LAKELAND, FLORIDA 33815



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From: [REDACTED] (b)(6)
Sent: Monday, July 30, 2018 3:30 PM
To: Collins Zaban [REDACTED] (b)(6)
Cc: Fisher, Mary-Kate [REDACTED] (b)(6) [REDACTED] (b)(6)
Subject: RE: Quote (1) for U.S. Department of State from Madden Branded Goods

Hi Collins!

Any word on the one rush pen? Are we going to be able to have it in hand by tomorrow?

Thanks!

Official
UNCLASSIFIED DeControlled

From: Collins Zaban [REDACTED] (b)(6)
Sent: Tuesday, July 24, 2018 1:17 PM
To: [REDACTED] (b)(6)
Cc: Fisher, Mary-Kate [REDACTED] (b)(6) [REDACTED] (b)(6)
Subject: RE: Quote (1) for U.S. Department of State from Madden Branded Goods

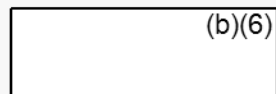
Ok, will do.

Thanks [REDACTED] (b)(6)



Collins Zaban

ACCOUNT MANAGER



TOLL FREE: 888-678-3267

WEB: SHOPMADDEN.COM

6810 NEW TAMPA HWY

LAKELAND, FLORIDA 33815



[Click here to check out
our new website!](#)

From: [REDACTED] (b)(6)
Sent: Tuesday, July 24, 2018 1:16 PM
To: Collins Zaban [REDACTED] (b)(6)
Cc: Fisher, Mary-Kate [REDACTED] (b)(6); [REDACTED] (b)(6)
Subject: RE: Quote (1) for U.S. Department of State from Madden Branded Goods

Let's proceed with the rush. Please keep me posted on everything!

Thanks!

Official

UNCLASSIFIED

DeControlled

From: Collins Zaban [REDACTED] (b)(6)
Sent: Tuesday, July 24, 2018 1:09 PM
To: [REDACTED] (b)(6)
Cc: Fisher, Mary-Kate [REDACTED] (b)(6); [REDACTED] (b)(6)
Subject: RE: Quote (1) for U.S. Department of State from Madden Branded Goods

Correct. This is what we are shooting for. I am having a hard time getting my production team to nail down a firm answer at this point but they have confirmed we cannot do 07/30. 07/31 is the closest we can get but I will have a certain answer for you tomorrow.

As we discussed yesterday, this is a really tough crunch but we are going to try and make it work.

If 07/31 does not work you will not be charged for any of the rush charges.

I'm hoping to have a more firm answer for you tomorrow but I am just looking to confirm with you that you would still like to try and rush this one piece if we can't do 07/30?



Collins Zaban

ACCOUNT MANAGER

(b)(6)

TOLL FREE: 888-678-3267**WEB:** SHOPMADDEN.COM

6810 NEW TAMPA HWY

LAKELAND, FLORIDA 33815



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our new website!*

From: [redacted] (b)(6)
Sent: Tuesday, July 24, 2018 1:04 PM
To: Collins Zaban [redacted] (b)(6)
Cc: Fisher, Mary-Kate [redacted] (b)(6) [redacted] (b)(6)
Subject: RE: Quote (1) for U.S. Department of State from Madden Branded Goods

To confirm we would have this in hand by 7/31 correct?

Official
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From: Collins Zaban [redacted] (b)(6)
Sent: Tuesday, July 24, 2018 1:02 PM
To: [redacted] (b)(6)
Cc: Fisher, Mary-Kate [redacted] (b)(6) [redacted] (b)(6)
Subject: RE: Quote (1) for U.S. Department of State from Madden Branded Goods

(b)(6)

The quickest we can rush the pen is for 07/31. We do not have the time to get I to you by 07/30. Do you still want to rush the one piece?

I just sent over a revised quote with rush charges added in for the one piece.

Please let me know if you have any questions!

Thanks [redacted] (b)(6)



Collins Zaban

ACCOUNT MANAGER

(b)(6)

TOLL FREE: 888-678-3267

WEB: SHOPMADDEN.COM

6810 NEW TAMPA HWY

LAKELAND, FLORIDA 33815



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From: (b)(6)
Sent: Tuesday, July 24, 2018 12:46 PM
To: Collins Zaban (b)(6)
Cc: Fisher, Mary-Kate (b)(6) (b)(6)
Subject: RE: Quote (1) for U.S. Department of State from Madden Branded Goods

Collins,

We would like to move forward on the rush order of the one pen for 7/30 and the order of the 250 pens for the 8/8. Please send an additional invoice this this item with our tax exemption and out UPS overnight code. Thank you for all of you help!

Best,

(b)(6)

Office of the Chief of Protocol
 U.S. Department of State

(b)(6)

Official

DeControlled

UNCLASSIFIED

DeControlled

From: Collins Zaban (b)(6)
Sent: Tuesday, July 24, 2018 12:28 PM
To: (b)(6)
Cc: Fisher, Mary-Kate (b)(6) (b)(6)
Subject: RE: Quote (1) for U.S. Department of State from Madden Branded Goods

Hi (b)(6)

Update on the one pen rush... I have added it into your whole order so the order will be for 251 pieces but the one pen is scheduled to ship out overnight on 07/30 (while the other 250 pieces will arrive on 08/08) which means you should have it in hands on 07/31. There is a \$85 rush charge for this pen on top of the pen price itself which is \$23.75.

Please let me know if you would like to move forward on this rush for the one pen.

**Collins Zaban**

ACCOUNT MANAGER

(b)(6)

TOLL FREE: 888-678-3267

WEB: SHOPMADDEN.COM

6810 NEW TAMPA HWY

LAKELAND, FLORIDA 33815



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From: (b)(6)
Sent: Tuesday, July 24, 2018 9:38 AM
To: Collins Zaban (b)(6)
Cc: Fisher, Mary-Kate (b)(6) (b)(6)
Subject: RE: Quote (1) for U.S. Department of State from Madden Branded Goods

Please see attached for the signed proof! Please keep me posted on the status of the one pen that is needed for July 30th!

Thanks!!

(b)(6)

Office of the Chief of Protocol
U.S. Department of State

(b)(6)

Official
UNCLASSIFIED

DeControlled

From: Collins Zaban (b)(6)

Sent: Tuesday, July 24, 2018 9:23 AM

To: (b)(6)

Subject: RE: Quote (1) for U.S. Department of State from Madden Branded Goods

Hi (b)(6)

Attached is the proof for your approval on the cross pen.

Once I receive your approval I will get the order submitted then we can try and get one pen rushed to you. When I have more information on the one pen I will let you know but before we can do anything else I need your approval on this proof to move forward on the 250 pens.

Please advise.



Collins Zaban

ACCOUNT MANAGER

(b)(6)

TOLL FREE: 888-678-3267

WEB: SHOPMADDEN.COM

6810 NEW TAMPA HWY

LAKELAND, FLORIDA 33815



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our new website!](#)

From: [REDACTED] (b)(6)
Sent: Monday, July 23, 2018 5:01 PM
To: Collins Zaban [REDACTED] (b)(6)
Subject: RE: Quote (1) for U.S. Department of State from Madden Branded Goods

Thank you for sending! We will start processing this invoice in the AM. Please keep me posted on the status of the one pen ☺!!

Official
UNCLASSIFIED

From: [REDACTED] (b)(6)
Sent: Monday, July 23, 2018 4:49 PM
To: [REDACTED] (b)(6)
Subject: Quote (1) for U.S. Department of State from Madden Branded Goods



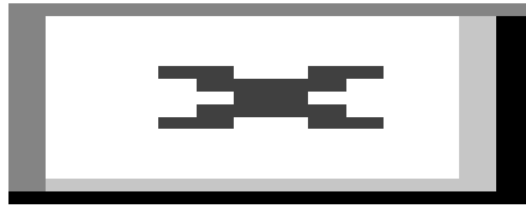
Hi [REDACTED] (b)(6)

Please see the attached quote for your Cross Pens. Let me know if you have any questions.

Collins Zaban
Account Manager
Madden Brande

(b)(6)

catalog.shopmadden.com



Sender: (b)(6)

Recipient: Collins Zaban (b)(6)

(b)(6)

To:

Subject:

(b)(6)

Your FreshDirect order is in the works! Here's your receipt



Dear (b)(6),

We're busy picking and packing your order (#17439848064), and it's looking fresh and delicious. It will be delivered between **03:00 PM and 05:00 PM** on **Thursday, September 05, 2019**.

Your final order amount is **\$949.45**.

Thanks for your shopping. Come back again soon!

FreshDirect Customer Service Group

ORDER INFORMATION for ORDER NUMBER 17439848064

TIME

Thursday, September 05, 2019
03:00 PM - 05:00 PM

ORDER TOTAL

\$949.45

ADDRESS

(b)(6) / Ofc of the Chief of
Protocol
2201 C STREET NW, SUITE 1238
Washington, DC 20520

PAYPAL

(b)(6)

(b)(6)

ALTERNATE DELIVERY

No Delivery Setting

**Quantity
Ordered/Delivered**

		Final Weight	Unit Price	Options Price	Final Price
Bakery & Pastry					
2/2	Amy's Bread Potato Onion Dill Loaf, Frozen - (11.5oz)		(\$5.99/ea)		\$11.98
1/1	Brooklyn Mills Whole Grain Rolls, Frozen - (4ct)		(\$5.99/ea)		\$5.99
1/1	Callie's Cheese and Chive Biscuits, Frozen - (6ct, 7oz)		(\$11.99/ea)		\$11.99
2/2	FreshDirect Frozen Oven-Ready Dark Wheat Bread (Made with Organic Flour) - (16oz)		(\$1.99/ea)		\$3.98
4/4	FreshDirect Frozen Oven-Ready Rosemary Ciabatta - (16oz)		(\$3.99/ea)		\$15.96

1/1	FreshDirect Frozen Oven-Ready Sourdough Rolls - (6ct)	(\$3.99/ea)	\$3.99
2/2	Orwashers Cabernet Rustica, Frozen - (16oz)	(\$5.99/ea)	\$11.98
6/6	Beverages Bai Antioxidant Infusion, Brasilia Blueberry, Plastic Bottle - (18fl oz)	(\$2.69/ea)	\$16.14
1.0/1.16 lb 4/4	Cheese Shop Locatelli Pecorino Romano DOC 1.16 lb (\$18.99/lb) Vermont Creamery Fresh Goat Cheese Classic Chèvre - (10.5oz)	(\$8.99/ea)	\$22.03 \$35.96
3/3	Dairy Boursin Garlic & Fine Herbs	(\$6.99/ea)	\$20.97
2/2	Gournay Cheese - (5.2oz) Nature's Yoke Natural Cage-Free Large Brown Eggs - (1 dozen)	(\$3.99/ea)	\$7.98
2/2	Deli FreshDirect Prosciutto di Parma Reserve, 18-Month Aged - (1.0 lb, Thin)	2.00 lb (\$21.99/lb)	\$43.98
2/2	Frozen Cascadian Farm Organic Edamame Shelled Soy Beans - (10oz) Saved \$1.00 with coupon	(\$1.99/ea)	\$3.98
2/2	Just FreshDirect Organic Frozen Fruit, Dark Sweet	(\$3.99/ea)	\$7.98
5/5	Cherries - (10oz) Van Leeuwen Ice Cream, Sicilian Pistachio - (14fl oz)	(\$7.99/ea)	\$39.95 T
2/2	Fruit Brown Turkey Figs - (approx. 12oz)	(\$6.99/ea)	\$13.98
12/12 2/2	Cara Cara Orange Family Tree Farms Organic Desert Queen Figs - (approx. 8oz)	(\$1.25/ea) (\$4.00/ea)	\$15.00 \$8.00 S
3/3	Lemons and Limes - (9-11ct, approx. 3lb bag)	(\$7.99/ea)	\$23.97
2/2	Organic Black Mission Figs - (approx. 8oz)	(\$4.50/ea)	\$9.00 S
2/2	Meals FreshDirect Frozen Parmesan Straws with Roasted Garlic - (12ct, 8.5oz)	(\$9.99/ea)	\$19.98
22/22	Meat Local Angus RWA Filet Mignon - (Thin, about 5oz, Standard Pack)	6.85 lb (\$36.99/lb)	\$253.23
2/2	Pantry Bob's Red Mill Gluten Free All Purpose Baking Flour - (22oz)	(\$5.19/ea)	\$10.38
1/1	Hellmann's Real Mayonnaise - (30fl oz)	(\$5.99/ea)	\$5.99

2/2	Just FreshDirect Fennel Seed - (1.6oz)	(\$3.49/ea)	\$6.98
2/2	Just FreshDirect Raw Hazelnuts - (10oz)	(\$6.99/ea)	\$13.98
1/1	Just FreshDirect Roasted Salted Shelled Pistachios - (8oz)	(\$11.99/ea)	\$11.99
2/2	Mutti Tomato Paste, Double Concentrated - (4.5oz)	(\$3.49/ea)	\$6.98
2/2	Rustic Bakery Organic Sourdough Flatbread, Rosemary and Olive Oil - (6oz)	(\$6.99/ea)	\$13.98
2/2	Rustic Bakery Organic Sourdough Flatbread, Sweet Onion & Crème Fraiche - (6oz)	(\$6.99/ea)	\$13.98
2/2	Sir Kensington's All-Natural Mayonnaise, Chipotle - (10fl oz)	(\$4.99/ea)	\$9.98

Seafood

6/7.09	Wild King Salmon Fillet - (6-8 OZ, Premium Center Cut)	3.12 lb (\$19.99/lb)	\$74.85
--------	--	----------------------	---------

Vegetables

4/0	Backyard Farms Tomatoes On The Vine	1.31 lb (\$2.99/lb)	\$0.00
3.74	Substitution: Tomatoes on the Vine 1.99		
6/5.23	Belgian Endive	\$2.99/lb	\$3.92
4/4	Blue Moon Acres Organic Micro Greens Sampler - (approx. 1oz)	1.57 lb (\$3.49/lb)	\$5.48
2/2	Dream Greens Baby Spicy Mix - (approx. 4.5oz)	(\$2.99/ea)	\$11.96
3/3	Grown on Long Island Yellow Wax Beans - (approx. 1lb)	(\$3.50/ea)	\$7.00
8/8	Lancaster Farm Fresh Cooperative Local Organic Bi-Color Corn - (approx. 0.5lb)	(\$1.49/ea)	\$4.47
2/2	Mini Seedless Cucumber Pack - (approx. 16oz)	(\$1.25/ea)	\$10.00 S
4/4	Organic Fennel - (approx. 4-5oz)	(\$3.99/ea)	\$7.98
8/8	Organic Gold Beets, Bunch - (approx. 4ct)	(\$3.99/ea)	\$15.96
8/4.02	Organic Yellow Zucchini	(\$2.50/ea)	\$20.00
4/4	Radicchio - (head)	1.81 lb (\$2.99/lb)	\$5.41
2/2	Satur Farms Local Mesclun Pack - (approx. 5oz)	(\$2.99/ea)	\$11.96
4/4	Trimmed French Beans - (approx. 8oz)	(\$3.49/ea)	\$6.98
8/9.64	Wells Homestead Acres Local Green Zucchini	(\$2.50/ea)	\$10.00
2/2	Wells Homestead Acres Local Squash Blossoms - (approx. 8ct)	4.34 lb (\$1.99/lb)	\$8.64
4/4	organicgirl Baby Arugula - (approx. 5oz)	(\$3.99/ea)	\$7.98
		(\$4.00/ea)	\$16.00

Subtotal: \$940.14

Tax: \$4.00

State Bottle Deposit: \$0.00

Total Tax: \$4.03

Delivery Fee (waived): \$5.00

Fuel Surcharge: \$0.28 T

ORDER TOTAL: \$949.45

T = Taxable Item

S = Special Price
D = State Bottle Deposit

NOTE: If this email does not print out clearly, please go to https://www.freshdirect.com/your_account/order_details.jsp?orderId=17439848064 for a printer-friendly version of your order details.

[Go to FreshDirect](#) | **[Contact Us](#)** | **[Check or Change an Order](#)** | **[Frequently Asked Questions](#)**
FreshDirect, LLC. 2 St Ann's Ave Bronx, NY 10454



Unclassified



Details for Order #113-5576124-5479418

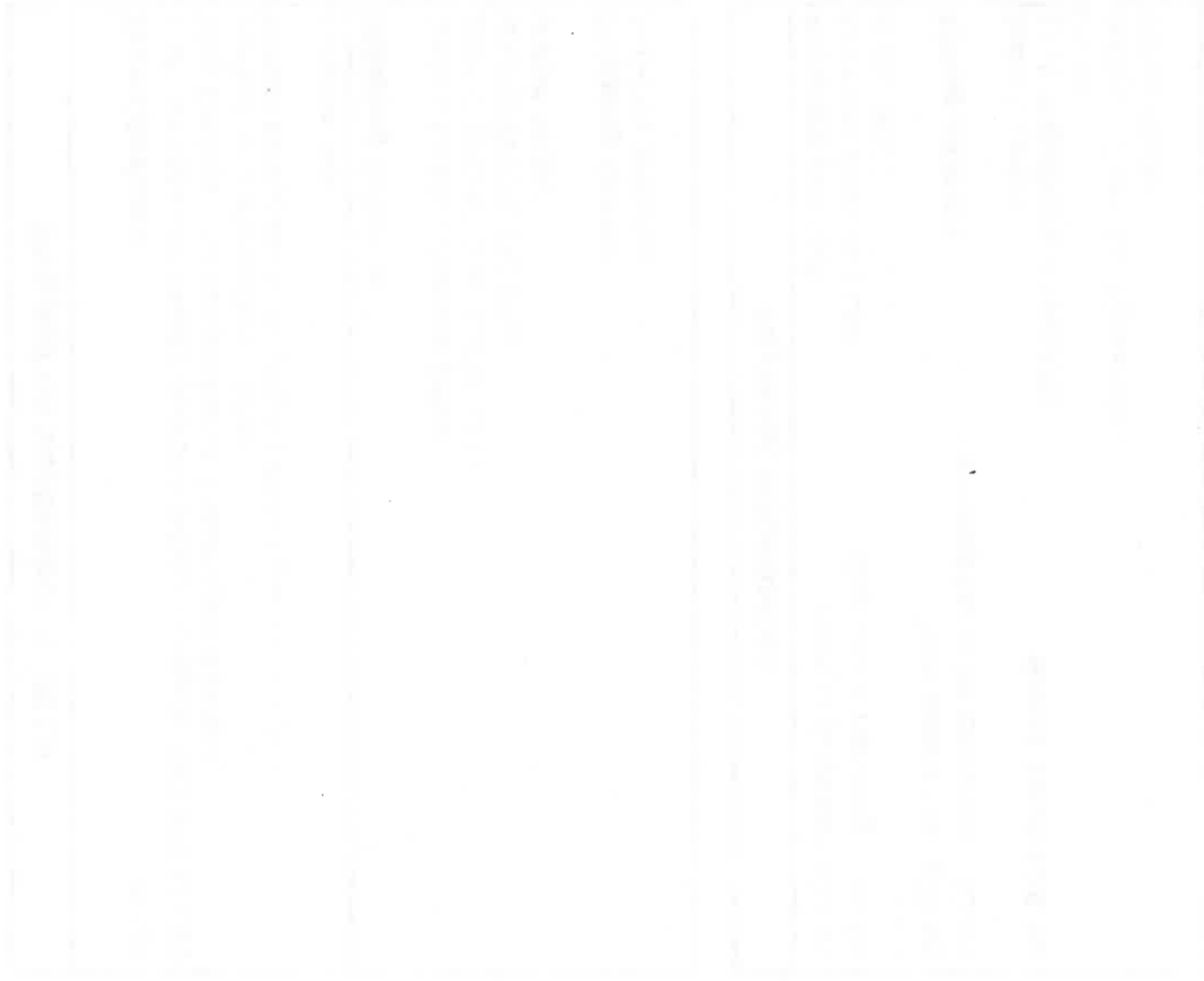
Order Placed: September 3, 2019
Amazon.com order number: 113-5576124-5479418
Order Total: \$26.40

Shipped on September 4, 2019		
Items Ordered		Price
1 of: <i>Strongwater Cherry Bourbon Bitters - Organic Tart and Bing Cocktail Cherries soaked in 7 year aged Bourbon, perfect for a Manhattan - 3fl oz</i>		
Sold by: Strongwater (seller profile) Product question? Ask Seller		
Condition: New		
Shipping Address:		
<div>(b)(6) / Protocol Office</div> 2201 C STREET NW, SUITE 1238 WASHINGTON, DC 20520 United States		
Shipping Speed:		
Two-Day Shipping		

Payment information	
Payment Method: <div>(b)(6)</div>	Item(s) Subtotal: \$23.95 Shipping & Handling: \$0.00 -----
Billing address <div>(b)(6)</div>	Total before tax: \$23.95 Estimated tax to be collected: \$2.45 -----
Grand Total:\$26.40	

To view the status of your order, return to [Order Summary](#).

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Details for Order #113-9448598-6793822

Order Placed: September 3, 2019
Amazon.com order number: 113-9448598-6793822
Order Total: \$10.90

Shipped on September 4, 2019	
Items Ordered	Price
1 of: Woodford Reserve Spiced Cherry Bourbon Barrel Aged Cocktail Bitters - 59ml	\$9.89
Sold by: JF Distributions (seller profile)	
Condition: New	
Shipping Address:	
<div> <div>(b)(6)</div> <div>/ Protocol Office</div> <div>2201 C STREET NW, SUITE</div> <div>1238</div> <div>WASHINGTON, DC 20520</div> <div>United States</div> </div>	
Item(s) Subtotal:	\$9.89
Shipping & Handling:	\$0.00

Total before tax:	\$9.89
Sales Tax:	\$1.01

Total for This Shipment: \$10.90	

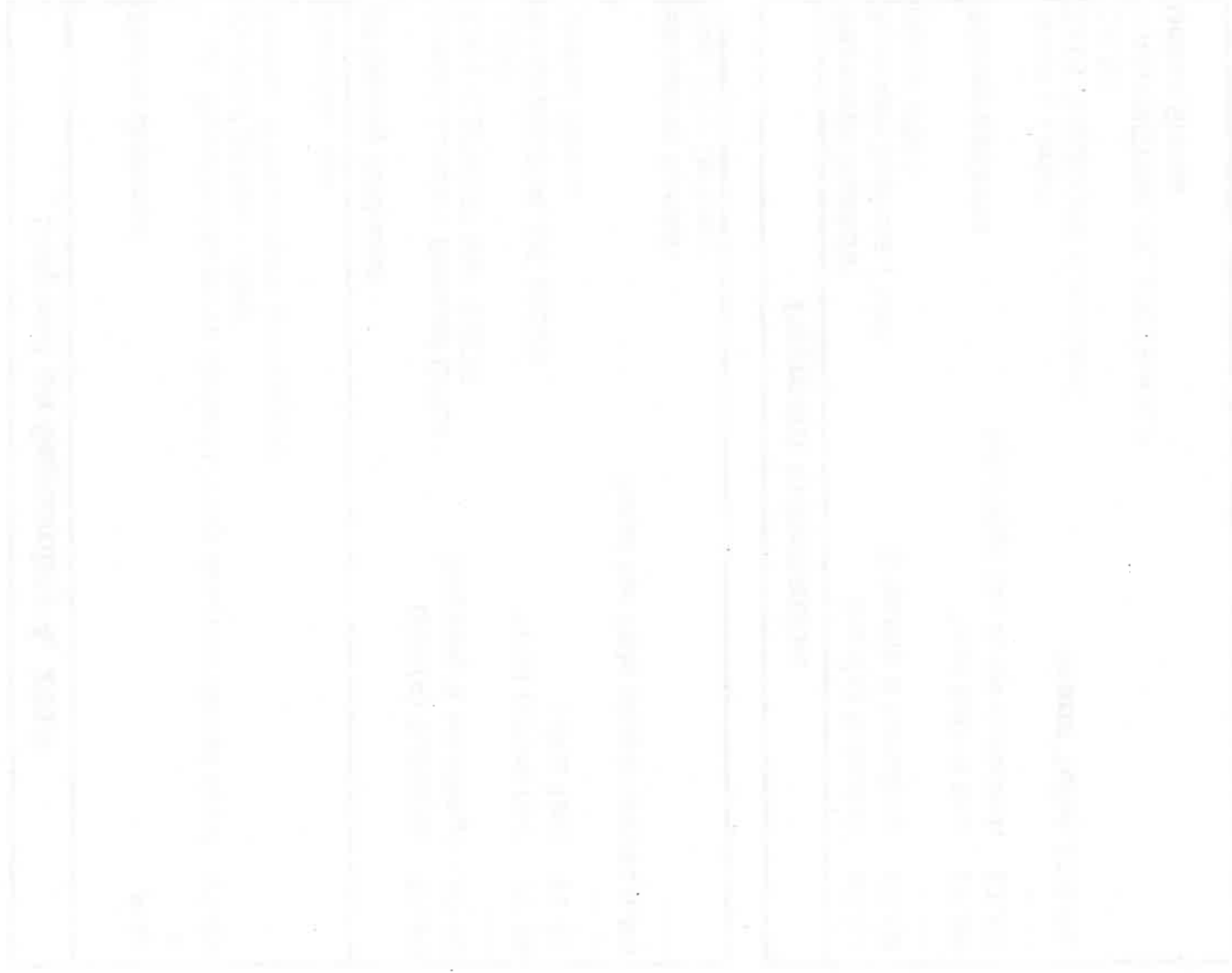
Shipping Speed:	
Four Day Delivery	

Payment information	
Payment Method:	Item(s) Subtotal: \$9.89
	Shipping & Handling: \$0.00
Billing address	-----
	Total before tax: \$9.89
	Estimated tax to be collected: \$1.01

Grand Total:\$10.90	

To view the status of your order, return to [Order Summary](#).

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Phone: (202)647-3232

Fax: (202)736-4232

Email: (b)(6)

SOLD TO:	U.S. Department OF STATE	INVOICE DATE:	28-Feb-20
AGENCY/OFFICE:	ATTN: (b)(6)	INVOICE NO.:	SS-EO-2002-05
ADDRESS:	2201 C Street, N.W.	CONTACT(S)	(b)(6)
	Bureau S/CPR	TELEPHONE:	(b)(6)
	Washington, D.C. 20520	EMAIL:	(b)(6)
BILLING ADDRESS:	Same		

SERVICE INVOICE

DATE(s)	TIME	DESCRIPTION	NO. PERSONS	QTY HRS.	UNIT PRICE	TOTAL AMOUNT
24-Feb-20	1730-2030	Elevator Services@HST for Secretary Pompeo Madison Dinner	1	3	\$34.06	\$102.18
27-Feb-20	1730-2030	Elevator Services@HST for Secretary Pompeo Madison Dinner	1	3	\$34.06	\$102.18

TOTAL DUE:**\$204.36****PAYMENT INFORMATION**

Please indicate how you would like to pay:

☐ **CHECK**
☐ **GOVERNMENT VISA**
☐ **VISA**
☐ **MASTERCARD**

CARD HOLDER'S PRINT NAME:

BILLING ADDRESS:

NAME OF BANK:

CHECK NO.:

ACCOUNT NO.:

P.O. NO.:

EXP. DATE:

CREDIT CARD CODE:

AMOUNT:

SIGNATURE:

DATE:

Please make check payable to: SemperServe, LLC

Forward payment to:

4425 Fitch Avenue

Suite: 114

Baltimore, MD. 21236

Phone: (202) 647-4401 Fax.: (202) 736-4232

*Federal Tax ID No. 26-4732852

PLEASE RETURN ONE COPY WITH YOUR REMITTANCE

DRR ELEVATOR OPERATOR REQUEST FORM (FOR DRR USE ONLY)

211/20 9:53 AM

*** Request for operator services requires 48 hours minimum notice ***

Date of Event: February 27, 2020		Time In: 5:30 pm		Time Out: 9:00 pm	
Note: Please add 15 – 30 minutes to the expected In and Out time.					
CORE No.	3	No. of Elevators	1	Floor No.	8
Preauthorization for Extended Time?			Yes	<input type="checkbox"/> X	No
CORE No.	2	No. of Elevators	0	Floor No.	8
Preauthorization for Extended Time?			Yes	<input type="checkbox"/> X	No
* Corridor 2= Elevators 18-21, LEFT of C St. Reception			Corridor 3= Elevators 25-28, RIGHT of C St. Reception		
Elevator Options:					
Take up only		<input type="checkbox"/>	Take-up and return		<input type="checkbox"/>
			Take-up and hold		<input checked="" type="checkbox"/> X
NOTE: All elevators are express directly to and from event locations unless previously arranged.					
Visitor/Event Name:		Secretary Pompeo Madison Dinner			
Time of Event:		6:00 – 8:30 pm	No. of Attendees:		12
			Event Location:		Madison Room
Contact Person:		(b)(6)	Bureau:		S/CPR
			Phone No.:		(b)(6)
Requestor:		(b)(6)	Bureau:		A/OPR/GSM/SS/DRR
			Phone No.:		(b)(6)
Special Instructions:					
BILLING INFORMATION: (b)(6) 2201 C STREET, NW WASHINGTON, DC 20520 ROOM 1238 TELEPHONE NUMBER (b)(6) EMAIL (b)(6)					

Please review and acknowledge the following requirements prior to submitting your request.

- Request for operator services require 48 hours (2 business days) minimum notice. Requests made less than 2 business days prior to event start should be followed immediately with telephone contact to (202) 647-2880 or (202) 647-3969 to coordinate the effort.
- Elevator service requests will be scheduled in priority order based upon the order in which they are received.
- After submitting a request to the Elevator Office, you are NOT automatically confirmed for the request. A separate email will be sent to you within one (1) business day with either your approval or denial.
- Confirmation of each request may be affected by factors such as previously granted requests.
- Elevator requirements from the Office of the Secretary (S/ES); Chief of Protocol (S/CPR) and Diplomatic Security (DS), automatically take precedent over standing or future requests. 48 hours rule N/A.
- Changes to the reservation must be made directly through the Elevator Office, not the operator assigned to the event.

I have reviewed and acknowledge the requirements listed above.

(b)(6)

Requestor's Initials

To be completed by SemperServe staff only:

Request Taken By:	Date:	Time:	Assigned Operator/s:
-------------------	-------	-------	----------------------



Phone: (202)647-3232

Fax: (202)736-4232

Email: (b)(6)

SOLD TO:	U.S. Department Of State	INVOICE DATE:	30-Sep-19
AGENCY/OFFICE:	ATTN: (b)(6)	INVOICE NO.:	SS-EO-1909B-02
ADDRESS:	S/CPR	CONTACT(S):	(b)(6)
	2201 C Street, N.W.	TELEPHONE:	(b)(6)
	Washington, D.C. 20520	FAX:	(b)(6)
BILLING ADDRESS:	Same	Email:	(b)(6)

SERVICE INVOICE

DATE(s)	TIME	DESCRIPTION	NO. PERSONS	QTY HRS.	UNIT PRICE	TOTAL AMOUNT
12-Sep-19	1730-1800	Elevator Services@HST for Secretary Pompeo Madison Dinner	1	0.5	\$34.06	\$17.03
12-Sep-19	1800-2100	Elevator Services@HST for Secretary Pompeo Madison Dinner	1	3	\$34.06	\$102.18

TOTAL DUE:**\$119.21****PAYMENT INFORMATION**

Please indicate how you would like to pay:

☐ **CHECK**☐ **GOVERNMENT VISA**☐ **VISA**☐ **MASTERCARD****CARD HOLDER'S PRINT NAME:****BILLING ADDRESS:****NAME OF BANK:****CHECK NO.:****ACCOUNT NO.:****P.O. NO.:****EXP. DATE:****CREDIT CARD CODE:****AMOUNT:****SIGNATURE:****DATE:**

Please make check payable to: SemperServe, LLC

Forward payment to:

4425 Fitch Avenue

Suite: 114

Baltimore, MD. 21236

Phone: (202) 647-4401 Fax: (202) 736-4232

*Federal Tax ID No. 26-4732852

DRR ELEVATOR OPERATOR REQUEST FORM (FOR DRR USE ONLY)

*** Request for operator services requires 48 hours minimum notice ***

Date of Event:	September 12, 2019	Time In:	5:30pm	Time Out:	9:00 pm
Note: Please add 15 – 30 minutes to the expected In and Out time.					
CORE No.	3	No. of Elevators	1	Floor No.	8
Preauthorization for Extended Time?			Yes	<input type="checkbox"/> X	No
CORE No.	2	No. of Elevators	0	Floor No.	8
Preauthorization for Extended Time?			Yes	<input type="checkbox"/> X	No
* Corridor 2= Elevators 18-21, LEFT of C St. Reception			Corridor 3= Elevators 25-28, RIGHT of C St. Reception		
Elevator Options:					
Take up only		<input type="checkbox"/>	Take-up and return		<input type="checkbox"/>
			Take-up and hold		<input checked="" type="checkbox"/> X
NOTE: All elevators are express directly to and from event locations unless previously arranged.					
Visitor/Event Name:	Secretary Pompeo Madison Dinner				
Time of Event:	6:00 p.m.	No. of Attendees:	20	Event Location:	Madison Room
Contact Person:	(b)(6)	Bureau:	S/CPR	Phone No.:	(b)(6)
Requestor:	(b)(6)	Bureau:	A/OPR/GSM/SS/DRR	Phone No.:	(b)(6)
Special Instructions:					
BILLING INFORMATION: (b)(6) 2201 C STREET, NW WASHINGTON, DC 20520 ROOM 1238 TELEPHONE NUMBER (b)(6) EMAIL: (b)(6)					

Please review and acknowledge the following requirements prior to submitting your request.

- Request for operator services require 48 hours (2 business days) minimum notice. Requests made less than 2 business days prior to event start should be followed immediately with telephone contact to (202) 647-2880 or (202) 647-3969 to coordinate the effort.
- Elevator service requests will be scheduled in priority order based upon the order in which they are received.
- After submitting a request to the Elevator Office, you are NOT automatically confirmed for the request. A separate email will be sent to you within one (1) business day with either your approval or denial.
- Confirmation of each request may be affected by factors such as previously granted requests.
- Elevator requirements from the Office of the Secretary (S/ES); Chief of Protocol (S/CPR) and Diplomatic Security (DS), automatically take precedent over standing or future requests. 48 hours rule N/A.
- Changes to the reservation must be made directly through the Elevator Office, not the operator assigned to the event.

I have reviewed and acknowledge the requirements listed above.

(b)(6)

Requestor's Initials

To be completed by SemperServe staff only:

Request Taken By:	Date:	Time:	Assigned Operator/s:
-------------------	-------	-------	----------------------

THURS. 12 5:30pm

From:	(b)(6)
To:	(b)(6)
Subject:	RE: Madison - Elevator Service
Date:	Tue, 8 Oct 2019 15:57:19 +0000

Hi (b)(6)

Attached is the signed IRF.

Best,

(b)(6)

UNCLASSIFIED

From:	(b)(6)
Sent:	Tuesday, October 8, 2019 8:57 AM
To:	(b)(6) (b)(6)
Cc:	(b)(6) (b)(6) (b)(6)
Subject:	Madison - Elevator Service

Can someone please process and IRF for the attached? Since this is for Sep 30th, it will be included in my quarterly report? Thanks!



(b)(6)

Budget Analyst
Office of the Chief of Protocol (S/CPR/M)
HST, Room 1238

(b)(6)

Stay connected with Protocol:



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UNCLASSIFIED

Sender:	(b)(6)
Recipient:	(b)(6)



Office of the Chief of Protocol of the
United States of America

INVOICE REVIEW FORM

Please check the box below that pertains to your invoice:

- ☐ CHIEF OF PROTOCOL REPRESENTATIONAL FUNDS (Include #of Guests)
- ☒ GENERAL ENTERTAINMENT
- ☐ OFFICIAL GIFTS
- ☐ OFFICIAL VISITS
- ☐ PRESIDENTIAL DELEGATIONS
- ☐ PAY USING GIFT FUNDS

STAFF CONTACT:	(b)(6)		
EVENT / PURPOSE:	Madison Dinner with the Secretary		
DATE OF SERVICE:	9-30-19		
DESCRIPTION OF SERVICE:	Elevator services	Number of Guests:	16
AMOUNT SPENT:	119.21		
AMOUNT BUDGETED:	120		
JUSTIFICATION IF OVER BUDGET:			
INVOICE #:	SS-EO-1909B-04		
DATE INVOICE RECEIVED:	9-30-19		
DATE INVOICE SUBMITTED:	10-8-19		
PAYMENT DUE DATE:	30 days from date of invoice		
NAME OF VENDOR: (Exactly as the check should be made out; be precise, include incorporations like LLC or Corp.)	SemperServe, LLC 4425 Fitch Avenue Suite 114 Baltimore, MD 21236		

APPROVED FOR PAYMENT:

Assistant Chief of Protocol

(b)(6)

(signature)

Oct. 8, 2019

(date)

APPROVED BY:

Executive Director of Management

(signature)

(date)

PAID BY:

Budget Analyst

(signature)

(date)

UNCLASSIFIED

From:	(b)(6)
To:	(b)(6) (b)(6)
Subject:	RE: NEED IRFs
Date:	Tue, 17 Mar 2020 19:04:54 +0000

Sorry, I realized I saved two under the wrong numbers. These are the correct ones. 20124 was fine.

From: (b)(6)
Sent: Tuesday, March 17, 2020 2:40 PM
To: (b)(6) (b)(6)
Subject: RE: NEED IRFs

Hi (b)(6)

Attached are three of the IRFs for signature.

Best,

(b)(6)

From: (b)(6)
Sent: Tuesday, March 17, 2020 11:21 AM
To: (b)(6) (b)(6)
Subject: FW: NEED IRFs

Hi ladies, if you haven't already done so, can you complete the IRF?

Thanks!

From: (b)(6)
Sent: Monday, March 16, 2020 2:47 PM
To: (b)(6)
Subject: NEED IRFs

Hi (b)(6)

When you have the time can you please have someone in your team process IRFs with your approval for the attached? I need them for my quarterly report before the end of this week. Thanks!



(b)(6)

Budget Analyst
Office of the Chief of Protocol (S/CPR/M)
HST, Room 1238

Phone: (b)(6)
(b)(6)

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Sender:	(b)(6)	
Recipient:	(b)(6)	
	(b)(6)	

From:	(b)(6)
To:	(b)(6)
Subject:	RE: Pending Invoices
Date:	Thu, 3 Oct 2019 18:57:26 +0000

Hi (b)(6)

Attached is the IRF for the 9.12 Madison Dinner elevators.

Best,

(b)(6)

UNCLASSIFIED

From:	(b)(6)
Sent:	Thursday, October 3, 2019 2:46 PM
To:	(b)(6)
Cc:	(b)(6); (b)(6); (b)(6); (b)(6)
Subject:	FW: Pending Invoices

Hi (b)(6)

Just noticing this invoice is for 2 Madison Dinners. It was sent to me with a few others related to my events.

Thank you,

(b)(6)

UNCLASSIFIED

From:	(b)(6)
Sent:	Wednesday, October 2, 2019 7:11 PM
To:	(b)(6)
Cc:	(b)(6); (b)(6); (b)(6)
Subject:	Pending Invoices

Hi (b)(6)

Can you please process an IRF for the attached invoices? Thanks!



(b)(6)

Budget Analyst
Office of the Chief of Protocol (S/CPR/M)
HST, Room 1238

(b)(6)

Stay connected with Protocol:



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UNCLASSIFIED

Sender:

(b)(6)

Recipient:

(b)(6)



Office of the Chief of Protocol of the
United States of America

INVOICE REVIEW FORM

Please check the box below that pertains to your invoice:

- ☐ CHIEF OF PROTOCOL REPRESENTATIONAL FUNDS
☒ GENERAL ENTERTAINMENT
☐ OFFICIAL GIFTS
☐ OFFICIAL VISITS
☐ PRESIDENTIAL DELEGATIONS
☐ PAY USING GIFT FUNDS

STAFF CONTACT:	Cathy Fenton
EVENT / PURPOSE:	Madison Dinners
DATE OF SERVICE:	7/3 & 7/29
DESCRIPTION OF SERVICE: (brief description on service provided)	Elevator Services
AMOUNT SPENT:	204.36
AMOUNT BUDGETED:	204.36
JUSTIFICATION IF OVER BUDGET:	
INVOICE #:	SS-EO-1907B-02
DATE INVOICE RECEIVED:	7/31/19
DATE INVOICE SUBMITTED:	8/21/19
PAYMENT DUE DATE:	8/21/19
NAME OF VENDOR: (exactly as the check should be made out; be precise, include incorporations like LLC or Corp.)	SemperServe, LLC

APPROVED FOR PAYMENT:

Assistant Chief of Protocol

(signature)

(date)

APPROVED BY:

Executive Director of Management

(signature)

(date)

APPROVED BY:

Front Office

(signature)

(date)

From:	(b)(6)
To:	(b)(6)
Subject:	FW: Invoices S Madison Dinner Mar. 26, 2019
Date:	Thu, 28 Mar 2019 17:24:34 +0000

Hi (b)(6)

Can you please correct the Description of Service for the attached IRF. Thanks!

Best,

(b)(6)

Official - Transitory DeControlled
UNCLASSIFIED

From:	(b)(6)
Sent:	Thursday, March 28, 2019 12:53 PM
To:	(b)(6) (b)(6) (b)(6)
Cc:	(b)(6) (b)(6)
Subject:	Invoices S Madison Dinner Mar. 26, 2019

Good afternoon,

Please let me know if you have any questions or concerns.

(b)(6)

Sender:	(b)(6)
Recipient:	(b)(6)

From:	(b)(6)
To:	(b)(6) (b)(6)
Subject:	Please Sign: Invoice Review form for Madison Elevators
Date:	Wed, 21 Aug 2019 17:22:31 +0000

Hi,

Attached is an invoice review form for the elevator service for the 7/3 and 7/29 Madison Dinners. Once you have signed I will forward on to (b)(6)

Best,

(b)(6)

DeControlled

Official
UNCLASSIFIED

Sender:	(b)(6)	
Recipient:	(b)(6) (b)(6)	

From:	(b)(6)
To:	(b)(6)
Subject:	RE: Invoices
Date:	Tue, 28 Aug 2018 14:30:23 +0000

Please route for signature, see attached. Thanks!



(b)(6)

Budget Analyst
Office of the Chief of Protocol (S/CPR/A)
HST, Room 1238

(b)(6)

From: (b)(6)
Sent: Tuesday, August 28, 2018 10:22 AM
To: (b)(6)
Subject: RE: Invoices

Hi (b)(6)

Please see attached for the invoices. Both vendors are 30 days past due. Please let me know how to proceed.

Thanks!

From: (b)(6)
Sent: Tuesday, August 28, 2018 10:20 AM
To: (b)(6)
Subject: RE: Invoices

Hi (b)(6)

1. Georgetown Frame Shoppe- \$350 Check# 27576 – mailed yesterday
2. Ann Hand LLC- \$ 2,670.19 Check# 27507 – mailed yesterday
3. Madden Branded Goods- \$6,046.25 I don't have an invoice for this one, what was ordered?
4. Michael Aram- \$5,000.00 I don't have an invoice for this one, what was ordered?



(b)(6)

Budget Analyst
Office of the Chief of Protocol (S/CPR/A)
HST, Room 1238

(b)(6)

From: (b)(6)
Sent: Tuesday, August 28, 2018 9:52 AM
To: (b)(6)
Subject: Invoices

Hi (b)(6)

I wanted to check with you on the status of a few of our invoices. I have spoken with these vendors and they have not received payment. I just wanted to confirm the date that the payment was sent. Please let me know if you have any questions.

1. Georgetown Frame Shoppe- \$350
2. Ann Hand LLC- \$ 2,670.19
3. Madden Branded Goods- \$6,046.25
4. Michael Aram- \$5,000.00

(b)(6)

Office of the Chief of Protocol
U.S. Department of State
Desk: (b)(6)
Mobile: (b)(6)

(b)(6)

Sender:	(b)(6)
Recipient:	(b)(6)



Office of the Chief of Protocol of the
United States of America

INVOICE REVIEW FORM

Please check the box below that pertains to your invoice:

- ☐ CHIEF OF PROTOCOL REPRESENTATIONAL FUNDS
☐ GENERAL ENTERTAINMENT
☒ OFFICIAL GIFTS
☐ OFFICIAL VISITS
☐ PRESIDENTIAL DELEGATIONS
☐ PAY USING GIFT FUNDS

STAFF CONTACT:	(b)(6)
EVENT / PURPOSE:	Secretary Pompeo- Madison Dinners
DATE OF SERVICE:	7/24/2018
DESCRIPTION OF SERVICE:	250 Cross click ballpoint pens
AMOUNT SPENT:	\$6,046.25
AMOUNT BUDGETED:	
JUSTIFICATION IF OVER BUDGET:	
INVOICE #:	812850-1
DATE INVOICE RECEIVED:	7/24/2018
DATE INVOICE SUBMITTED:	7/25/2018
PAYMENT DUE DATE:	8/24/2018
NAME OF VENDOR: (exactly as the check should be made out; be precise, include incorporations like LLC or Corp.)	Madden Branded Goods

APPROVED FOR PAYMENT:

Assistant Chief of Protocol

(signature)

(date)

APPROVED BY:

Executive Director of Management

(signature)

(date)

APPROVED BY:

Front Office

(signature)

(date)



SOLD TO

U.S. Department of State
(b)(6)
2201 C St NW
Washington, DC
US, 20520

FL-2020-00134 1/29/2021 61

SHIP TO

U.S. Department of State
(b)(6)
2201 C St NW
Washington, DC
US, 20520

QUOTATION

812850-1

Date

Jul/09/2018

Contact

Collins Zaban

(b)(6)

(b)(6)

Ship Via

Our Discretion

FOB

Factory

Production Time

15 working days from artwork approval

Terms

Net 20 Days

Tax

0099397-001

Customer Order

Main Office

Madden Branded Goods

6810 New Tampa Hwy, Suite 200
Lakeland, FL

United States, 33815

Tel : (863) 682-0013

Toll Free : (888) 678-3267

Fax : (863) 582-9565

catalog.shopmadden.com

QTY	DESCRIPTION	UNIT PRICE	EXTENSION
250	Cross Click Ballpoint Pen CHROME/BUE	\$23.75	\$5,937.50
	Screen Printed Emblem on Clip --- Madison Dinners Logo --- 3-Colors: White, Red 1795C, Blue 7700C --- Custom Shape *Box Included*		
1	Setup		
1	Artwork		

Customer Instructions / Comments

Standard production time is 10-15 business days after artwork approval.

Continued on next page

DECORATING SPECIFICATIONS

ITEM COLOR AT IMPRINT POSITION : Silver Clip
NUMBER OF PRINT COLORS : 3
PANTONE COLOR DEFINITIONS : Red, Navy, White
IS COLOR MATCHING REQUIRED ? No
IMPRINT LOCATIONS : Emblem on Pen Clip

CONDITIONS & AGREEMENTS

DUE TO THE PROCESS OF MANUFACTURING ITEMS TO CUSTOM SPECIFICATIONS, OVERRUNS OR UNDERRUNS, OF NOT MORE THAN 10% WILL OCCUR. THESE WILL BE DEEMED ACCEPTABLE AND BILLED ON A PRO-RATA BASIS. THIS QUOTE SHALL NOT BE ACCEPTED AS AN ORDER UNTIL ACCEPTANCE THEREOF BY MADDEN BRANDED GOODS AND SUCH ACCEPTANCE MAY BE EITHER BY NOTIFICATION TO CUSTOMER OR BY OUR COMMENCEMENT OF WORK ON THE MERCHANDISE ORDERED.

YOUR SIGNATURE BELOW INDICATES ACCEPTANCE OF THIS QUOTATION AND AUTHORIZES MADDEN BRANDED GOODS TO PROCEED WITH THIS ORDER. VALID FOR 30 DAYS.

ACCEPTANCE

NAME

SIGNATURE

DATE



SOLD TO

U.S. Department of State

(b)(6)

2201 C St NW
Washington, DC
US, 20520

SHIP TO

U.S. Department of State

(b)(6)

2201 C St NW
Washington, DC
US, 20520

QUOTATION

812850-1

Date

Jul/09/2018

Contact

Collins Zaban

(b)(6)

(b)(6)

Ship Via

Our Discretion

FOB

Factory

Production Time

15 working days from artwork approval

Terms

Net 20 Days

Tax

0099397-001

Customer Order

Main Office

Madden Branded Goods

6810 New Tampa Hwy, Suite 200

Lakeland, FL

United States, 33815

Tel : (863) 682-0013

Toll Free : (888) 678-3267

Fax : (863) 582-9565

catalog.shopmadden.com

QTY DESCRIPTION

UNIT PRICE

EXTENSION

Overnight UPS #: X6X228

Customer Instructions / Comments

Standard production time is 10-15 business days after artwork approval.

Artwork

NO CHARGE

S&H

EXTRA

Tax

EXEMPT

Total

\$5,937.50

DECORATING SPECIFICATIONS

ITEM COLOR AT IMPRINT POSITION : Silver Clip

NUMBER OF PRINT COLORS : 3

PANTONE COLOR DEFINITIONS : Red, Navy, White

IS COLOR MATCHING REQUIRED ? No

IMPRINT LOCATIONS : Emblem on Pen Clip

CONDITIONS & AGREEMENTS

DUE TO THE PROCESS OF MANUFACTURING ITEMS TO CUSTOM SPECIFICATIONS, OVERRUNS OR UNDERRUNS, OF NOT MORE THAN 10% WILL OCCUR. THESE WILL BE DEEMED ACCEPTABLE AND BILLED ON A PRO-RATA BASIS. THIS QUOTE SHALL NOT BE ACCEPTED AS AN ORDER UNTIL ACCEPTANCE THEREOF BY MADDEN BRANDED GOODS AND SUCH ACCEPTANCE MAY BE EITHER BY NOTIFICATION TO CUSTOMER OR BY OUR COMMENCEMENT OF WORK ON THE MERCHANDISE ORDERED.

YOUR SIGNATURE BELOW INDICATES ACCEPTANCE OF THIS QUOTATION AND AUTHORIZES MADDEN BRANDED GOODS TO PROCEED WITH THIS ORDER. VALID FOR 30 DAYS.

ACCEPTANCE

NAME

SIGNATURE

DATE



Office of the Chief of Protocol of the
United States of America

INVOICE REVIEW FORM

Please check the box below that pertains to your invoice:

- ☐ CHIEF OF PROTOCOL REPRESENTATIONAL FUNDS
☐ GENERAL ENTERTAINMENT
☒ OFFICIAL GIFTS
☐ OFFICIAL VISITS
☐ PRESIDENTIAL DELEGATIONS
☐ PAY USING GIFT FUNDS

STAFF CONTACT:	(b)(6)
EVENT / PURPOSE:	POTUS- Inventory
DATE OF SERVICE:	7/6/2018
DESCRIPTION OF SERVICE:	Boxes with lid featuring the Presidential Seal
AMOUNT SPENT:	\$5,000.00
AMOUNT BUDGETED:	
JUSTIFICATION IF OVER BUDGET:	
INVOICE #:	SO0691135
DATE INVOICE RECEIVED:	6/28/2018
DATE INVOICE SUBMITTED:	7/24/2018
PAYMENT DUE DATE:	8/24/2018
NAME OF VENDOR: (exactly as the check should be made out; be precise, include incorporations like LLC or Corp.)	Michael Aram

APPROVED FOR PAYMENT:

Assistant Chief of Protocol

(signature)

(date)

APPROVED BY:

Executive Director of Management

(signature)

(date)

APPROVED BY:

Front Office

(signature)

(date)

SALES ORDER

Page: 1



2102 83rd Street
 North Bergen, NJ 07047 USA
 Tel: 201-758-2551
 Fax: 201-758-2553
 www.michaelaram.com

SO0691135

ORDER NUMBER: SO0691135

ORDER DATE: 06/28/18

BY: (b)(6)

SALESPERSON 1: NOF

CUSTOMER NO: O00166

EXT PO NO:

WEB ORDER ID:

CUSTOMER PRICE GROUP: 9

SOLD TO:

OFFICE OF THE CHIEF OF PROTOCOL
 U.S. DEPARTMENT OF STATE
 2201 C STREET /SUITE 1238
 WASHINGTON, DC 20520 USA

SHIP TO:

OFFICE OF THE CHIEF OF PROTOCOL
 U.S. DEPARTMENT OF STATE
 2201 C STREET / SUITE 1238
 WASHINGTON, DC 20520 USA

CONFIRM TO:

(b)(6)

COMMENT:

CUSTOMER P.O.	SHIP VIA	F.O.B.	TERMS	SHIP DATE	CANCEL DATE
SEAL	UPS GRND	NJ	30 DAYS NET	06/28/18	07/28/18

ITEM NUMBER	CNTRY-ORIGI	UNIT	ORDERED	SHIPPED	BACK ORDE	PRICE	AMOUNT
143557	USA	Each	50	0.00	0.00	100.00	5,000.00
PRESIDENTIAL SEAL BOX							

USE UPS ACCOUNT X6X228

Net Order: \$	5,000.00
Shipping & Handling: \$	0.00
Tax: \$	0.00
Less Discount: \$	0.00
Order Total: \$	5,000.00

From: (b)(6)
To: (b)(6)
Subject: RE: One more check for (b)(6)
Date: Tue, 25 Jun 2019 15:11:21 +0000

I know, is it for waitstaff or store reimbursement?



(b)(6)
 CPR Budget Analyst
 (b)(6)

Official - Transitory
UNCLASSIFIED

DeControlled

From: (b)(6)
Sent: Tuesday, June 25, 2019 11:10 AM
To: (b)(6)
Subject: RE: One more check for (b)(6)

It is for the Madison dinner on June 10

From: (b)(6)
Sent: Tuesday, June 25, 2019 11:07 AM
To: (b)(6)
Subject: RE: One more check for (b)(6)

All invoices has been paid, what is the \$988.12 for so I can look it up?



(b)(6)
 CPR Budget Analyst
 (b)(6)

Official - Transitory
UNCLASSIFIED

From: (b)(6)
Sent: Tuesday, June 25, 2019 10:40 AM
To: (b)(6)
Subject: One more check for (b)(6)

(b)(6)

We are still missing a check for \$988.12, just making sure it is in process and not missing. It is an invoice for June 10, Madison dinner.

(b)(6)

Sender:	(b)(6)
Recipient:	(b)(6)



1413 SOUTH MAIN CHAPEL WAY
GAMBRILLS, MD 21054
(443) 332-6200

03/26/19 OP# 84

WEG FAMILY PK EGGS 4.99 F
BRAGG VINEGAR APPL 5.99 F
WRIGHT SILVER CRM 3.99 T
TEXM BROWN RICE 5.99 F

2 @ 5.99

MICHELE'S GRANOLA 11.98 F
LIB STEEL SCRUBBER 2.99 T
TAX 0.42

**** BALANCE 36.35

VISA PURCHASE

ACCT: (b)(6)

AUTH: 01255C

RCPT: 84548

CODE: 0000 Approved

CREDIT CARD 36.35
CHANGE 0.00

03/26/19 06:24 60 84 2 84



1413 SOUTH MAIN CHAPEL WAY
GAMBRILLS, MD 21054
(443) 332-6200

03/22/19 OP# 385119

WBO KOMBUCHA PINEA 2.49 B
3 @ 3.99
KA UNBLEACHED CAKE 11.97 F
3 @ 2.79
NEST BUTTERSCTOCH 8.37 F
CAVA DELALLO INST 4.99 F
4 @ 5.49
DDN ALMD PASTE 21.96 F
TAX 0.15

**** BALANCE 49.93

VISA PURCHASE

ACCT: (b)(6)

AUTH: 01554C

RCPT: 21441

CODE: 0000 Approved

CREDIT CARD 49.93
CHANGE 0.00

03/22/19 06:18AM 60 21 2 385119

The Market @ Columbia Plaza

516 23rd St. NW
Washington, DC 20037
(202) 223-3517
3/26/2019 11:11 AM

Receipt #: 674090 3/26/19 11:10:10 AM
Trans. #: 175 Station #: 2
Cashier: Manager

BEER
1 SAMUEL ADAMS VARIETY 12PK \$21.99
[08769229103]

SUBTOTAL: \$21.99
TAX 3 (10.25%): \$2.25
TOTAL: \$24.24

CASH: \$50.00
CHANGE: \$25.76

1 item

Thank You !!

S MADISON DINNER
MARCH 26, 2019

(b)(6)

From: FreshDirect <service@freshdirect.com>
Sent: Friday, March 22, 2019 3:18 AM
To: (b)(6)
Subject: Your FreshDirect order is in the works! Here's your receipt



Dear (b)(6)

We're busy picking and packing your order (#17278033801), and it's looking fresh and delicious. It will be delivered between **03:00 PM and 05:00 PM on Friday, March 22, 2019.**

Your final order amount is **\$489.02**. [Click here](#) to view your order details.

Remember that shopping your favorites is fast and easy with [Reorder](#). You can also create custom [shopping lists](#) to make getting your go-to groceries a piece of cake.

Thanks for your shopping. Come back again soon!

FreshDirect Customer Service Group

Give \$25, Get \$25
TELL YOUR FRIENDS →



ORDER INFORMATION for ORDER NUMBER 17278033801

TIME

Friday, March 22, 2019
03:00 PM - 05:00 PM

ORDER TOTAL

\$489.02

ADDRESS

(b)(6)

PAYPAL

(b)(6)

PYPL # (b)(6)

ALTERNATE DELIVERY

No Delivery Setting

FRESHDIRECT TIPPING POLICY

You are under no obligation to tip but have the option of providing a tip if you feel that you've received exceptional service. FreshDirect delivery personnel are not permitted to solicit tips under any circumstances. The delivery fee is not a gratuity for any FreshDirect employee who delivers or is otherwise involved with the delivery of your order and will not be given to any such employee as a gratuity.

Quantity Ordered/Delivered		Final Weight	Unit Price	Options Price	Final Price
	Bakery & Pastry				
1/1	Amy's Bread Potato Onion Dill Loaf, Frozen - (11.5oz)		(\$5.99/ea)		\$5.99
1/1	Brooklyn Mills Stone Ground Whole Grain Peasant Bread, Frozen - (22oz)		(\$6.99/ea)		\$6.99
2/2	Brooklyn Mills Whole Grain Rolls, Frozen - (4ct)		(\$5.99/ea)		\$11.98
1/1	FreshDirect Frozen Oven-Ready Ciabatta Sandwich Rolls - (6ct)		(\$3.99/ea)		\$3.99
1/1	FreshDirect Frozen Oven-Ready Multigrain Rolls - (6ct)		(\$3.99/ea)		\$3.99
1/1	FreshDirect Frozen Oven-Ready Rosemary Ciabatta - (16oz)		(\$3.99/ea)		\$3.99
2/2	FreshDirect Frozen Semolina Demi Baguette - (2pk, 11" ea)		(\$3.29/ea)		\$6.58
	Beverages				
4/4	Belvoir Fruit Farms Organic Elderflower and Rose Lemonade, Glass Bottle - (8.45fl oz)		(\$3.19/ea)		\$12.76 T
	Dairy				
2/2	Nature's Yoke Natural Cage-Free Large Brown Eggs - (1 dozen)		(\$3.99/ea)		\$7.98
3/3	Organic Valley Heavy Whipping Cream - (1 pint)		(\$3.69/ea)		\$11.07
	Deli				
1/1	Roasted California Garlic Cloves - (approx. 0.5lb)		(\$5.99/ea)		\$5.99
	Frozen				
3/3	Birds Eye Deluxe Fresh Frozen Artichoke Hearts - (9oz)		(\$4.29/ea)		\$12.87
	Fruit				
2/2	Lemons and Limes - (9-11ct, approx. 3lb bag)		(\$7.99/ea)		\$15.98
	Meals				
1/1	FreshDirect Frozen Parmesan Straws with Roasted Garlic - (12ct)		(\$9.99/ea)		\$9.99
26/27.17	Meat				
	Local Angus RWA Filet Mignon - (Thin, about 5oz, Standard Pack)	8.49 lb	(\$27.79/lb)		\$235.94
	Pantry				
2/2	Argo Corn Starch - (16oz)		(\$2.49/ea)		\$4.98
2/2	Kewpie Mayonnaise - (12fl oz)		(\$4.99/ea)		\$9.98
2/2	Knox Original Gelatine Unflavored - (1oz)		(\$2.99/ea)		\$5.98
1/1	New York Flatbreads Everything - (5oz)		(\$2.49/ea)		\$2.49
1/1	New York Flatbreads Sesame - (5oz)		(\$2.49/ea)		\$2.49
2/2	Spice Supreme Garlic Powder - (2.5oz)		(\$1.29/ea)		\$2.58

Vegetables			
1/1	Chives - (approx. 2oz)	(\$1.99/ea)	\$1.99
1/1	Fresh Peeled Shallot - (approx. 8oz)	(\$4.99/ea)	\$4.99
2/2	Honey Gold Micro Potatoes - (approx. 16oz)	(\$5.00/ea)	\$10.00
1/1	Mini Seedless Cucumber Pack - (approx. 16oz)	(\$3.99/ea)	\$3.99
2/2	Ocean Mist Farms Scallions - (approx. 5.5oz)	(\$1.79/ea)	\$3.58
2/2	Organic Cilantro - (approx. 4oz)	(\$1.99/ea)	\$3.98
2/2	Organic Easter Egg Radish - (bunch)	(\$2.99/ea)	\$5.98
2/2	Organic Fennel - (approx. 4-5oz)	(\$3.99/ea)	\$7.98
2/2	Organic Hass Avocados - (5ct)	(\$8.99/ea)	\$17.98
2/2	Organic Italian Parsley - (approx. 4oz)	(\$1.99/ea)	\$3.98
1/1	Organic Tarragon - (approx. 0.75oz)	(\$2.49/ea)	\$2.49
1/1	Peeled Garlic - (approx. 8oz)	(\$4.99/ea)	\$4.99
1/1	Radicle Farm Local Chef's Selection - (approx. 4oz)	(\$3.99/ea)	\$3.99
1/1	Radicle Farm Local Petal Power - (approx. 4oz)	(\$3.99/ea)	\$3.99
2/2	Radicle Farm Spicy Heirloom Mix - (4oz)	(\$3.49/ea)	\$6.98
1/1	Ruby Micro Potatoes - (approx. 16oz)	(\$5.00/ea)	\$5.00
2/2	Satur Farms Local Sage, Rosemary, and Thyme Herb Trio - (approx. 2oz)	(\$3.99/ea)	\$7.98
1/1	Satur Farms Wild Arugula Pack - (approx. 5oz)	(\$3.49/ea)	\$3.49

Subtotal: **\$487.95**

Tax: \$0.77

State Bottle Deposit: \$0.00

Total Tax: \$0.79

Delivery Fee (waived): \$0.00

Fuel Surcharge: \$0.28 T

ORDER TOTAL: \$489.02

T = Taxable Item

S = Special Price

D = State Bottle Deposit

NOTE: If this email does not print out clearly, please go to https://www.freshdirect.com/your_account/order_details.jsp?orderId=17278033801 for a printer-friendly version of your order details.

[Go to FreshDirect](#) | [Contact Us](#) | [Check or Change an Order](#) | [Frequently Asked Questions](#)

FreshDirect, LLC. 2 St Ann's Ave Bronx, NY 10454



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Washington DC #1120
2441 Market St. NE
Washington DC, DC 20018

4H Member 111845124094

	1153793 CLOROMAX	10.99 A
	1033992 OXICLN 290LD	18.99 A
	845621 KS FREE/CLEA	13.99 A
E	494885 KS OMEGA MLK	10.49
E	723324 AVOCADO OIL	9.99
F	467130 KS GLOVES LG	19.99 A
F	467130 KS GLOVES LG	19.99 A
E	1010490 CELLO WHISPS	9.99
	921389 FRZ QRT ZIP	13.99 A
E	782294 POWER GREENS	5.99
E	782294 POWER GREENS	5.99
E	782294 POWER GREENS	5.99
E	736665 HLMN MAYO 1G	11.99
E	440493 KS CLUSTERS	11.79
	990929 DAWN ADVANCE	9.69 A
E	251813 KS GRN GARLC	5.99
E	384962 KS L/S QTRS	10.99
E	15288 KS UNSLT NUT	15.99
E	287780 CHIK BASE	5.99
E	647465 AVOCADOS	5.49
E	113600 CLEMENTINES	6.49
E	1219113 KS DRG ACV	6.99
E	130176 KETCHUP 3/44	7.79
E	1205980 CHOBANI TUB	4.69
E	94676 ASPARAGUS	4.99
E	0000209120 /94676	1.00-
E	427381 KS DRG EGGS	5.99
E	171104 ROMA TOMATO	5.49
	SUBTOTAL	265.73
	TAX	6.46
****	TOTAL	272.19

(b)(6)

H

AID: A0000000031010
Seq# 9332 App#: 97070D
Costco Visa Resp: APPROVED
Tran ID#: 90800009332....
Merchant ID: 991120

APPROVED - Purchase
AMOUNT: \$272.19
03/21/2019 15:01 1120 9 205 51

Costco Visa	272.19
CHANGE	0.00

A 6.00% TAX	6.46
TOTAL TAX	6.46
TOTAL NUMBER OF ITEMS SOLD =	27
INSTANT SAVINGS	\$ 1.00
03/21/2019 15:01 1120 9 205 51	



Washington DC #1120
2441 Market St. NE
Washington DC, DC 20018

G9 Member 111845124094

970125 DELUXE BUNCH	9.99 A
970125 DELUXE BUNCH	9.99 A
TOTAL NUMBER OF ITEMS SOLD =	2
283169 RF ROSES	17.99 A
970125 DELUXE BUNCH	9.99 A
970125 DELUXE BUNCH	9.99 A
970125 DELUXE BUNCH	9.99 A
970125 DELUXE BUNCH	9.99 A
970125 DELUXE BUNCH	9.99 A
970125 DELUXE BUNCH	9.99 A
970125 DELUXE BUNCH	9.99 A
970125 DELUXE BUNCH	9.99 A
970125 DELUXE BUNCH	9.99 A
SUBTOTAL	127.88
TAX	7.67
**** TOTAL	135.55

(b)(6)

AID: A0000000031010
Seq# 11426 App#: 11292D
Costco Visa Resp: APPROVED
Tran ID#: 908300011426....
Merchant ID: 991120

APPROVED - Purchase
AMOUNT: \$135.55
03/24/2019 10:16 1120 11 23 15

Costco Visa	135.55
CHANGE	0.00

A 6.00% TAX	7.67
TOTAL TAX	7.67
TOTAL NUMBER OF ITEMS SOLD =	12
03/24/2019 10:16 1120 11 23 15	

48 Crows
20 A1
20 Cus
20 Bot
20 Can
20 shoes
20 muffs
20 Can Swirl
48 Asst



United States Department of State

Washington, D.C. 20520

March 1, 2021

Case No. FL-2020-00134

Nikhel Sus
Citizens for Responsibility and Ethics of Washington
1101 K St., NW Suite 201
Washington, DC 20005

Dear Mr. Sus:

As we noted in our letter dated January 29, 2021, we are processing your request for material under the Freedom of Information Act ("FOIA"), 5 U.S.C. § 552. Thus far, the Department has identified an additional 14 responsive records subject to the FOIA. We have determined that all 14 documents may be released in part. The processing of your request is ongoing.

An enclosure explains the FOIA exemptions and other grounds for withholding material. Where we have made redactions, the applicable FOIA exemptions are marked on each document. All non-exempt material that is reasonably segregable from the exempt material has been released and is enclosed.

We will keep you informed as your case progresses. If you have any questions, your attorney may contact Assistant United States Attorney Benton Peterson at Benton.Peterson@usdoj.gov or (202) 252-2534. Please refer to the case number, FL-2020-00134, and the civil action number, 20-cv-02076, in all correspondence about this case.

Sincerely,

A handwritten signature in cursive script that reads "Jeanne Miller".

Jeanne Miller
Chief, Programs and Policies Division
Office of Information Programs and Services

Enclosures: As stated.

The Freedom of Information Act (5 USC 552)

FOIA Exemptions

(b)(1) Information specifically authorized by an executive order to be kept secret in the interest of national defense or foreign policy. Executive Order 13526 includes the following classification categories:

- 1.4(a) Military plans, systems, or operations
- 1.4(b) Foreign government information
- 1.4(c) Intelligence activities, sources or methods, or cryptology
- 1.4(d) Foreign relations or foreign activities of the US, including confidential sources
- 1.4(e) Scientific, technological, or economic matters relating to national security, including defense against transnational terrorism
- 1.4(f) U.S. Government programs for safeguarding nuclear materials or facilities
- 1.4(g) Vulnerabilities or capabilities of systems, installations, infrastructures, projects, plans, or protection services relating to US national security, including defense against transnational terrorism
- 1.4(h) Weapons of mass destruction

(b)(2) Related solely to the internal personnel rules and practices of an agency

(b)(3) Specifically exempted from disclosure by statute (other than 5 USC 552), for example:

ARMSEXP	Arms Export Control Act, 50a USC 2411(c)
CIA PERS/ORG	Central Intelligence Agency Act of 1949, 50 USC 403(g)
EXPORT CONTROL	Export Administration Act of 1979, 50 USC App. Sec. 2411(c)
FS ACT	Foreign Service Act of 1980, 22 USC 4004
INA	Immigration and Nationality Act, 8 USC 1202(f), Sec. 222(f)
IRAN	Iran Claims Settlement Act, Public Law 99-99, Sec. 505

(b)(4) Trade secrets and confidential commercial or financial information

(b)(5) Interagency or intra-agency communications forming part of the deliberative process, attorney-client privilege, or attorney work product

(b)(6) Personal privacy information

(b)(7) Law enforcement information whose disclosure would:

- (A) interfere with enforcement proceedings
- (B) deprive a person of a fair trial
- (C) constitute an unwarranted invasion of personal privacy
- (D) disclose confidential sources
- (E) disclose investigation techniques
- (F) endanger life or physical safety of an individual

(b)(8) Prepared by or for a government agency regulating or supervising financial institutions

(b)(9) Geological and geophysical information and data, including maps, concerning wells

Other Grounds for Withholding

NR Material not responsive to a FOIA request excised with the agreement of the requester



Office of the Chief of Protocol of the
United States of America

INVOICE REVIEW FORM

Please check the box below that pertains to your invoice:

- ☐ CHIEF OF PROTOCOL REPRESENTATIONAL FUNDS (Include #of Guests)
- ☒ GENERAL ENTERTAINMENT
- ☐ OFFICIAL GIFTS
- ☐ OFFICIAL VISITS
- ☐ PRESIDENTIAL DELEGATIONS
- ☐ PAY USING GIFT FUNDS

STAFF CONTACT:	(b)(6)		
EVENT / PURPOSE:	U.S. Foreign Policy Discussion Dinner Series with non U.S. Government Officials hosted by the Secretary of State		
DATE OF SERVICE:	09/12/2019		
DESCRIPTION OF SERVICE:	Purchased food and beverage items that were prepared and served during the official event	Number of Guests:	16
AMOUNT SPENT:	\$119.31		
AMOUNT BUDGETED:	\$1,000.00		
JUSTIFICATION IF OVER BUDGET:	N/A		
INVOICE #:	Individual Store Receipts (Costco \$119.31)		
DATE INVOICE RECEIVED:	09/12/2019		
DATE INVOICE SUBMITTED:	09/17/2019		
PAYMENT DUE DATE:	09/30/2019		
NAME OF VENDOR: (Exactly as the check should be made out; be precise, include incorporations like LLC or Corp.)	(b)(6)		

APPROVED FOR PAYMENT:

Assistant Chief of Protocol

(signature)

(date)

APPROVED BY:

Executive Director of Management

(signature)

(date)

PAID BY:

Budget Analyst

(signature)

(date)



Office of the Chief of Protocol of the
United States of America

INVOICE REVIEW FORM

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☒ GENERAL ENTERTAINMENT
☐ OFFICIAL GIFTS
☐ OFFICIAL VISITS
☐ PRESIDENTIAL DELEGATIONS
☐ PAY USING GIFT FUNDS

STAFF CONTACT:	(b)(6)		
EVENT / PURPOSE:	U.S. Foreign Policy Discussion Dinner Series with non U.S. Government Officials hosted by the Secretary of State		
DATE OF SERVICE:	03/26/2019		
DESCRIPTION OF SERVICE:	Assisted with prepping the crystal glassware, china & linens, the setting/moving of all tables and chairs, the serving of any/all food or beverages and the cleaning & storage of all used materials at the conclusion of the event	Number of Guests:	18
AMOUNT SPENT:	\$896.76		
AMOUNT BUDGETED:	\$1,000.00		
JUSTIFICATION IF OVER BUDGET:	N/A		
INVOICE #:	Individual Store Receipts (Costco \$407.44 and Fresh Direct \$489.02)		
DATE INVOICE RECEIVED:	03/26/2019		
DATE INVOICE SUBMITTED:	03/28/2019		
PAYMENT DUE DATE:	04/11/2019		
NAME OF VENDOR: (Exactly as the check should be made out; be precise, include incorporations like LLC or Corp.)	(b)(6)		

APPROVED FOR PAYMENT:

Assistant Chief of Protocol

(signature)

(date)

APPROVED BY:

Executive Director of Management

(signature)

(date)

PAID BY:

Budget Analyst

(signature)

(date)



Office of the Chief of Protocol of the
United States of America

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- ☒ GENERAL ENTERTAINMENT
- ☐ OFFICIAL GIFTS
- ☐ OFFICIAL VISITS
- ☐ PRESIDENTIAL DELEGATIONS
- ☐ PAY USING GIFT FUNDS

STAFF CONTACT:	(b)(6)		
EVENT / PURPOSE:	U.S. Foreign Policy Discussion Dinner Series with non U.S. Government Officials hosted by the Secretary of State		
DATE OF SERVICE:	11/18/2019		
DESCRIPTION OF SERVICE:	Purchased food and beverage items that were prepared and served during the official event	Number of Guests:	18
AMOUNT SPENT:	\$942.29		
AMOUNT BUDGETED:	\$1,000.00		
JUSTIFICATION IF OVER BUDGET:	N/A		
INVOICE #:	Individual Store Receipts (Costco \$660.02, Whole Foods \$211.09 & Mom's \$71.08)		
DATE INVOICE RECEIVED:	11/18/2019		
DATE INVOICE SUBMITTED:	11/30/2019		
PAYMENT DUE DATE:	12/15/2019		
NAME OF VENDOR: (Exactly as the check should be made out; be precise, include incorporations like LLC or Corp.)	(b)(6)		

APPROVED FOR PAYMENT:
Assistant Chief of Protocol

(b)(6)

(signature)

12/16/19

(date)

APPROVED BY:
Executive Director of Management

(signature)

(date)

PAID BY:
Budget Analyst

(signature)

(date)



Office of the Chief of Protocol of the
United States of America

INVOICE REVIEW FORM

Please check the box below that pertains to your invoice:

- ☐ CHIEF OF PROTOCOL REPRESENTATIONAL FUNDS (Include #of Guests)
☒ GENERAL ENTERTAINMENT
☐ OFFICIAL GIFTS
☐ OFFICIAL VISITS
☐ PRESIDENTIAL DELEGATIONS
☐ PAY USING GIFT FUNDS

STAFF CONTACT:	(b)(6)		
EVENT / PURPOSE:	U.S. Foreign Policy Discussion Dinner Series with non U.S. Government Officials hosted by the Secretary of State		
DATE OF SERVICE:	11/18/2019		
DESCRIPTION OF SERVICE:	Purchased food and beverage items that were prepared and served during the official event	Number of Guests:	18
AMOUNT SPENT:	\$942.29		
AMOUNT BUDGETED:	\$1,000.00		
JUSTIFICATION IF OVER BUDGET:	N/A		
INVOICE #:	Individual Store Receipts (Costco \$660.02, Whole Foods \$211.09 & Mom's \$71.08)		
DATE INVOICE RECEIVED:	11/18/2019		
DATE INVOICE SUBMITTED:	11/30/2019		
PAYMENT DUE DATE:	12/15/2019		
NAME OF VENDOR: (Exactly as the check should be made out; be precise, include incorporations like LLC or Corp.)	(b)(6)		

APPROVED FOR PAYMENT:

Assistant Chief of Protocol

(signature)

(date)

APPROVED BY:

Executive Director of Management

(signature)

(date)

PAID BY:

Budget Analyst

(signature)

(date)



Washington DC #1120
2441 Market St. NE
Washington DC, DC 20018

9M Member 111845124094

E	782294 POWER GREENS	5.99
E	1361600 BUTTERNUT SQ	4.79
E	1361600 BUTTERNUT SQ	4.79
E	1361600 BUTTERNUT SQ	4.79
E	1361600 BUTTERNUT SQ	4.79
E	1361600 BUTTERNUT SQ	4.79
E	203444 KS PECANS	12.49
E	121288 ORG BELLAS	4.99
E	114171 HNY RST NUTS	13.99
E	1357244 CNBY WLNT BD	7.99
E	901991 KS ORG SUGAR	7.99
E	817261 ALOUETTE CRM	5.79
E	0000222482 /817261	1.80-
E	817261 ALOUETTE CRM	5.79
E	0000222482 /817261	1.80-
E	30134 WRAPS	5.29
E	45553 TENDERLOIN	82.75
	SUBTOTAL	173.41
	TAX	0.00
	**** TOTAL	173.41

(b)(6) H
AID: A000000003T010
Seq# 12447 App#: 33306D
Costco Visa Resp: APPROVED
Tran ID#: 931900012447....
Merchant ID: 991120

APPROVED - Purchase
AMOUNT: \$173.41
11/15/2019 16:20 1120 12 364 46

Costco Visa 173.41
CHANGE 0.00



Washington DC #1120
2441 Market St. NE
Washington DC, DC 20018

N6 Member 111845124094

E	45553 TENDERLOIN	86.77
E	45553 TENDERLOIN	85.73
E	45553 TENDERLOIN	84.56
E	45553 TENDERLOIN	80.02
E	494885 KS OMEGA MLK	10.69
E	67245 YELLOW ONION	6.99
E	1322908 SB WNTR COFF	19.99
E	0000221378 /1322908	6.00-
E	171104 ROMA TOMATO	5.49
E	1347886 EXTR V OLIVE	9.99
E	16712 CHANTERELLE	10.99
E	16712 CHANTERELLE	10.99
E	805342 PALMETTO DIP	6.99
E	41181 GRUYERE	10.99
E	41181 GRUYERE	10.99
E	905061 KS BACON	10.99
E	939542 ORG GRN BEAN	5.99
E	939542 ORG GRN BEAN	5.99
E	1036732 ORG CELERY	5.49
E	11952 CHIKNROLLER	9.99 F
E	427381 KS ORG EGGS	5.99
E	427381 KS ORG EGGS	5.99
	SUBTOTAL	485.61
	TAX	1.00
	**** TOTAL	486.61

(b)(6) H
AID: A000000003T010
Seq# 10888 App#: 95157D
Costco Visa Resp: APPROVED
Tran ID#: 931700010888....
Merchant ID: 991120

APPROVED - Purchase
AMOUNT: \$486.61
11/13/2019 20:23 1120 10 564 20

Costco Visa 486.61
CHANGE 0.00



H Street HST 202-469-7410

BYO Bag M4 -\$0.15
 BAG REFUND
 3 EACH
 WFM OG BABY ARUGULA CLAM
 2 @ \$3.49 ea \$6.98 F
 365 ROASTED PUMPKIN SEEDS \$3.49 F
 365 RSTD SLTD ALMDS
 2 @ \$6.99 ea \$13.98 F
 AURP CRNBRY TRAIL MIX
 2 @ \$8.39 ea \$16.78 F
 365 PUMPKN PUREE \$0.99 F
 365 CITRUS DISH SOAP \$3.19 T
 365 DISH SOAP \$3.19 T
 365 ARBORIO WHITE RCE
 2 @ \$2.99 ea \$5.98 F
 PFD BTRNUT SOUP OG \$4.29 F
 Sale \$3.79 -\$0.50
 Prime Extra 10.00% -\$0.38
 WTG PEELD BABY CARROT
 5 @ \$3.49 ea \$17.45 F
 WNDPST HNY PISTACHIOS
 2 @ \$7.69 ea \$15.38 F
 DNDY BICOLOR CORN PACK \$4.99 F
 365 ORIG INST MSH POT
 2 @ \$1.99 ea \$3.98 F
 365 GRIC INST MSH POT
 2 @ \$1.99 ea \$3.98 F
 365 KETCHUP \$2.69 F
 365 MAYONNAISE \$3.99 F
 MTICA REGGIANO 24 M
 0.38 lb @ \$19.99 /lb \$7.60 F
 DRSCLE OG RASPBERRIES
 2 @ \$5.49 ea \$10.98 F
 OG RED BARTLETT PEAR
 2.27 lb @ \$2.99 /lb \$6.79 F
 FRN PUMPKIN PIE SPC
 2 @ \$4.99 ea \$9.98 F
 KOCH SMOKED TURKEY BREAST
 0.91 lb @ \$8.99 /lb \$8.18 F
 NCS ANDOUILLE PORK SAUSGE \$5.99 F
 FILLO OG FILLO DOUGH
 2 @ \$5.79 ea \$11.58 F
 BREAKFAST BAR
 1.36 lb @ \$8.99 /lb \$12.23 T
 Tare Weight 0.06 lb
 TLNT OG CARAMEL GELATO
 4 @ \$6.49 ea \$25.96 F
 Subtotal: \$210.62
 Total Savings: -\$1.03
 Net Sales: \$209.59
 Sales Tax 10.00% \$1.22
 Sales Tax 6.00% \$0.38
 Total: \$211.19
 Sold Items: 45

Paid:
 VISA \$211.19

11/15/2019 07:59:24
 MID:001899838 TID: 1
 208086

CREDIT CARD
 PURCHASE

CARD #



1501 New York Avenue NE
 Washington, DC 20002
 202-791-3826
 MOM's Organic Market

11/17/19 3:29 PM Receipt #: 336625-02
 Your cashier today is Ben

735037503957 RPNZ CORN STARCH OG 8 \$7.98
 0Z
 2 @ \$3.99
 638882002104 FM BTRNUT PUREE \$2.49
 SQUASH OG 16 OZ
 Save:\$0.50
 94550 BRUSSELS SPROUTS OG \$2.39
 Tare:0.02 lb
 0.60 lb @ \$3.99/lb
 Save:\$0.60
 94812 TURNIPS- Bunch, White \$3.49
 OG
 93273 BEETS- Bunch, Gold OG \$2.49
 94544 BOK CHOY- Baby OG \$3.11
 Tare:0.02 lb
 1.04 lb @ \$2.99/lb
 93320 ROMANESCO OG \$4.99
 94030 KIWI OG \$3.16
 4 @ \$0.79
 93277 BROCCOLINI OG \$6.58
 2 @ \$3.29
 94051 MANGOES OG \$2.49
 94275 GRAPES- Red OG \$10.05
 Tare:0.02 lb
 2.52 lb @ \$3.99/lb
 7758043000695 BLUEBERRIES- \$4.99
 4.4oz/6oz OG
 715756100224 BLACKBERRIES OG \$9.98
 2 @ \$4.99
 715756200115 STRAWBERRIES- 1lb OG \$6.99
 Paid Out - Reusable \$-0.10
 Bag Credit

SUBTOTAL \$71.08
 TOTAL \$71.08
 Charge 16550 \$71.08
 TOTAL TENDERED \$71.08
 Change \$0.00

Hammerstone Group
3240 Wilson Blvd
#210
Arlington VA 22201
Phone: 202-729-6330

INVOICE

HAMMERSTONE



US Department of State

(b)(6)

2201 C Street, NW
Room 1238 S/CPR
Washington DC 20520

Invoice #:	2019-0049
Date:	May 23, 2019
Balance Due (USD):	\$1,580.00

To View Your Invoice Online »

1. Go to: <https://hammerstonegroup.freshbooks.com/code>
2. Enter this code: Sym82iSzHxqFnFX

Item	Description	Unit Cost (\$)	Quantity	Price (\$)
Journals	Navy pedova journal (5"x7")notebook with logo deboss- Madison Dinners	10.00	150	1,500.00
Setup	Setup logo charge	35.00	1	35.00
Shipping	Ground shipping	45.00	1	45.00
NOTES: Thank you for your order! We sincerely appreciate your business.				
Subtotal:				1,580.00
Total:				1,580.00
Amount Paid:				0.00
Balance Due (USD):				\$1,580.00
<p>in hands date: 7/16</p> <p>Shipping to: (b)(6) 2201 C Street NW Room 1238 S/CPT Washington, DC 20520</p>				

From:	(b)(6)
To:	(b)(6)
CC:	(b)(6)
Subject:	RE: Check #28947
Date:	Thu, 24 Oct 2019 17:24:17 +0000

Hi (b)(6)

The attached OV 9116 and GE 9301 are the two checks reimbursements that I used.

Looking at the IRF, not sure how (b)(6) and I missed it but the GE 9301 attachments did not matched what was stated in the IRF. These were actually paid via IRF GE 9279 (attached). So now I need a copy of these checks to correct GE 9301 attachments. However, the total for these checks still do not add to \$843.32? As for the other missing payments for Porter & York and Whole Foods (2), please submit as these are not listed in my tracker. Tell (b)(6) to quit drinking...lol ☺ Anyway, we all missed it from (b)(6) review. But we'll get it squared away, just submit a new IRF for below and I will reimburse the difference based on the amount issued for GE 9301. Thanks!

\$326.23 - Costco

S Madison Dinner on 09/30/2019

\$85.26 - Costco

S Madison Dinner on 09/30/2019

\$132.92 – Whole Foods

S Madison Dinner on 09/30/2019

\$296.86 – Whole Foods

S Madison Dinner on 09/30/2019

\$28.49 – Whole Foods

S Madison Dinner on 09/30/2019



(b)(6)

CPR Budget Analyst

(b)(6)

UNCLASSIFIED **DeControlled**

From: (b)(6)

Sent: Thursday, October 24, 2019 12:26 PM

To: (b)(6)
 Cc: (b)(6)
 Subject: Check #28947

Good morning (b)(6)

I received a check for \$567.79 and it says it was for the USFPD Working Dinner (aka Madison Dinner). The last Madison dinner was on 9/30 and I thought that was covered by the reimbursement for the duplicate check. Can you tell me what receipts this is supposed to cover?

Duplicate Check Reimbursement for \$1,038.19

\$326.23 - Costco

S Madison Dinner on 09/30/2019

\$85.26 - Costco

S Madison Dinner on 09/30/2019

\$132.92 – Whole Foods

S Madison Dinner on 09/30/2019

\$296.86 – Whole Foods

S Madison Dinner on 09/30/2019

\$28.49 – Whole Foods

S Madison Dinner on 09/30/2019

\$20.05 – Salt & Sundry

Chocolate samples for AU State Lunch takeaway

\$76.24 - Amazon

Australia State Lunch on 09-20-2019

\$98.58 - Amazon

Australia State Lunch on 09-20-2019

Also, I am not showing reimbursement for the **Foreign Affairs Policy Board Working Lunch on September 9th**. I was reimbursed for the Working Dinner on September 8th but not for the lunch. Here are the receipts that I have for that event:

\$144.00 - Porter & York

S FAPB Lunch on 09-09-2019

\$409.04 – Whole Foods

S FAPB Lunch on 09-09-2019

\$408.26 – Whole Foods

S FAPB Working Lunch on 09-09-2019

Many thanks,

(b)(6)

DeControlled

UNCLASSIFIED

Sender:	(b)(6)	
Recipient:	(b)(6)	
	(b)(6)	



Office of the Chief of Protocol of the
United States of America

INVOICE REVIEW FORM

Please check the box below that pertains to your invoice:

- ☐ CHIEF OF PROTOCOL REPRESENTATIONAL FUNDS (Include #of Guests)
☒ GENERAL ENTERTAINMENT
☐ OFFICIAL GIFTS
☐ OFFICIAL VISITS
☐ PRESIDENTIAL DELEGATIONS
☐ PAY USING GIFT FUNDS

STAFF CONTACT:	(b)(6)		
EVENT / PURPOSE:	U.S. Foreign Policy Discussion Dinner Series with non U.S. Government Officials hosted by the Secretary of State		
DATE OF SERVICE:	09/30/2019		
DESCRIPTION OF SERVICE:	Purchased food and beverage items that were prepared and served during the official event	Number of Guests:	16
AMOUNT SPENT:	\$843.32		
AMOUNT BUDGETED:	\$1,000.00		
JUSTIFICATION IF OVER BUDGET:	N/A		
INVOICE #:	Individual Store Receipts (Whole Foods \$431.27 and Costco \$412.05)		
DATE INVOICE RECEIVED:	09/30/2019		
DATE INVOICE SUBMITTED:	09/30/2019		
PAYMENT DUE DATE:	10/01/2019		
NAME OF VENDOR: (Exactly as the check should be made out; be precise, include incorporations like LLC or Corp.)	(b)(6)		

APPROVED FOR PAYMENT:
Assistant Chief of Protocol

(b)(6)

9/30/19

(date)

APPROVED BY:
Executive Director of Management

(b)(6)

10/2/19

(date)

PAID BY:
Budget Analyst

(signature)

(date)

UNCLASSIFIED

(b)(6)

To:

(b)(6)

(S/CPR/A)

(b)(6)

Your FreshDirect order is in the works! Here's your receipt

Subject:**Dear** (b)(6)

We're busy picking and packing your order (#17439848064), and it's looking fresh and delicious. It will be delivered between **03:00 PM and 05:00 PM on Thursday, September 05, 2019.**

Your final order amount is **\$949.45.**

Thanks for your shopping. Come back again soon!

FreshDirect Customer Service Group

ORDER INFORMATION for ORDER NUMBER 17439848064

TIME

Thursday, September 05, 2019
03:00 PM - 05:00 PM

ORDER TOTAL

\$949.45

ADDRESS

(b)(6) Ofc of the Chief of
Protocol
2201 C STREET NW, SUITE 1238
Washington, DC 20520

PAYPAL

(b)(6)

Phone: (b)(6)

ALTERNATE DELIVERY

No Delivery Setting

Quantity Ordered/Delivered		Final Weight	Unit Price	Options Price	Final Price
Bakery & Pastry					
2/2	Amy's Bread Potato Onion Dill Loaf, Frozen - (11.5oz)		(\$5.99/ea)		\$11.98
1/1	Brooklyn Mills Whole Grain Rolls, Frozen - (4ct)		(\$5.99/ea)		\$5.99
1/1	Callie's Cheese and Chive Biscuits, Frozen - (6ct, 7oz)		(\$11.99/ea)		\$11.99
2/2	FreshDirect Frozen Oven-Ready Dark Wheat Bread (Made with Organic Flour) - (16oz)		(\$1.99/ea)		\$3.98
4/4	FreshDirect Frozen Oven-Ready Rosemary Ciabatta - (16oz)		(\$3.99/ea)		\$15.96

1/1	FreshDirect Frozen Oven-Ready Sourdough Rolls - (6ct)	(\$3.99/ea)	\$3.99
2/2	Orwashers Cabernet Rustica, Frozen - (16oz)	(\$5.99/ea)	\$11.98
6/6	Beverages Bai Antioxidant Infusion, Brasilia Blueberry, Plastic Bottle - (18fl oz)	(\$2.69/ea)	\$16.14
1.0/1.16 lb 4/4	Cheese Shop Locatelli Pecorino Romano DOC 1.16 lb (\$18.99/lb) Vermont Creamery Fresh Goat Cheese Classic Chèvre - (10.5oz)	(\$8.99/ea)	\$22.03 \$35.96
3/3	Dairy Boursin Garlic & Fine Herbs	(\$6.99/ea)	\$20.97
2/2	Gournay Cheese - (5.2oz) Nature's Yoke Natural Cage-Free Large Brown Eggs - (1 dozen)	(\$3.99/ea)	\$7.98
2/2	Deli FreshDirect Prosciutto di Parma Reserve, 18-Month Aged - (1.0 lb, Thin)	2.00 lb (\$21.99/lb)	\$43.98
2/2	Frozen Cascadian Farm Organic Edamame Shelled Soy Beans - (10oz) Saved \$1.00 with coupon	(\$1.99/ea)	\$3.98
2/2	Just FreshDirect Organic Frozen Fruit, Dark Sweet	(\$3.99/ea)	\$7.98
5/5	Cherries - (10oz) Van Leeuwen Ice Cream, Sicilian Pistachio - (14fl oz)	(\$7.99/ea)	\$39.95 T
2/2	Fruit Brown Turkey Figs - (approx. 12oz)	(\$6.99/ea)	\$13.98
12/12 2/2	Cara Cara Orange Family Tree Farms Organic Desert Queen Figs - (approx. 8oz)	(\$1.25/ea) (\$4.00/ea)	\$15.00 \$8.00 S
3/3	Lemons and Limes - (9-11ct, approx. 3lb bag)	(\$7.99/ea)	\$23.97
2/2	Organic Black Mission Figs - (approx. 8oz)	(\$4.50/ea)	\$9.00 S
2/2	Meals FreshDirect Frozen Parmesan Straws with Roasted Garlic - (12ct, 8.5oz)	(\$9.99/ea)	\$19.98
22/22	Meat Local Angus RWA Filet Mignon - (Thin, about 5oz, Standard Pack)	6.85 lb (\$36.99/lb)	\$253.23
2/2	Pantry Bob's Red Mill Gluten Free All Purpose Baking Flour - (22oz)	(\$5.19/ea)	\$10.38
1/1	Hellmann's Real Mayonnaise - (30fl oz)	(\$5.99/ea)	\$5.99

2/2	Just FreshDirect Fennel Seed - (1.6oz)	(\$3.49/ea)	\$6.98
2/2	Just FreshDirect Raw Hazelnuts - (10oz)	(\$6.99/ea)	\$13.98
1/1	Just FreshDirect Roasted Salted Shelled Pistachios - (8oz)	(\$11.99/ea)	\$11.99
2/2	Mutti Tomato Paste, Double Concentrated - (4.5oz)	(\$3.49/ea)	\$6.98
2/2	Rustic Bakery Organic Sourdough Flatbread, Rosemary and Olive Oil - (6oz)	(\$6.99/ea)	\$13.98
2/2	Rustic Bakery Organic Sourdough Flatbread, Sweet Onion & Crème Fraiche - (6oz)	(\$6.99/ea)	\$13.98
2/2	Sir Kensington's All-Natural Mayonnaise, Chipotle - (10fl oz)	(\$4.99/ea)	\$9.98

Seafood

6/7.09	Wild King Salmon Fillet - (6-8 OZ, Premium Center Cut)	3.12 lb (\$19.99/lb)	\$74.85
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Vegetables

4/0	Backyard Farms Tomatoes On The Vine	1.31 lb (\$2.99/lb)	\$0.00
3.74	Substitution: Tomatoes on the Vine 1.99		
6/5.23	Belgian Endive	\$2.99/lb	\$3.92
4/4	Blue Moon Acres Organic Micro Greens Sampler - (approx. 1oz)	1.57 lb (\$3.49/lb)	\$5.48
2/2	Dream Greens Baby Spicy Mix - (approx. 4.5oz)	(\$2.99/ea)	\$11.96
3/3	Grown on Long Island Yellow Wax Beans - (approx. 1lb)	(\$3.50/ea)	\$7.00
8/8	Lancaster Farm Fresh Cooperative Local Organic Bi-Color Corn - (approx. 0.5lb)	(\$1.49/ea)	\$4.47
2/2	Mini Seedless Cucumber Pack - (approx. 16oz)	(\$1.25/ea)	\$10.00 S
4/4	Organic Fennel - (approx. 4-5oz)	(\$3.99/ea)	\$7.98
8/8	Organic Gold Beets, Bunch - (approx. 4ct)	(\$3.99/ea)	\$15.96
8/4.02	Organic Yellow Zucchini	(\$2.50/ea)	\$20.00
4/4	Radicchio - (head)	1.81 lb (\$2.99/lb)	\$5.41
2/2	Satur Farms Local Mesclun Pack - (approx. 5oz)	(\$2.99/ea)	\$11.96
4/4	Trimmed French Beans - (approx. 8oz)	(\$3.49/ea)	\$6.98
8/9.64	Wells Homestead Acres Local Green Zucchini	(\$2.50/ea)	\$10.00
2/2	Wells Homestead Acres Local Squash Blossoms - (approx. 8ct)	4.34 lb (\$1.99/lb)	\$8.64
4/4	organicgirl Baby Arugula - (approx. 5oz)	(\$3.99/ea)	\$7.98
		(\$4.00/ea)	\$16.00

Subtotal: \$940.14

Tax: \$4.00

State Bottle Deposit: \$0.00

Total Tax: \$4.03

Delivery Fee (waived): \$5.00

Fuel Surcharge: \$0.28 T

ORDER TOTAL: \$949.45

T = Taxable Item

S = Special Price
D = State Bottle Deposit

NOTE: If this email does not print out clearly, please go to https://www.freshdirect.com/your_account/order_details.jsp?orderId=17439848064 for a printer-friendly version of your order details.



[Go to FreshDirect](#) | **[Contact Us](#)** | **[Check or Change an Order](#)** | **[Frequently Asked Questions](#)**
FreshDirect, LLC. 2 St Ann's Ave Bronx, NY 10454



Unclassified



Details for Order #113-5576124-5479418

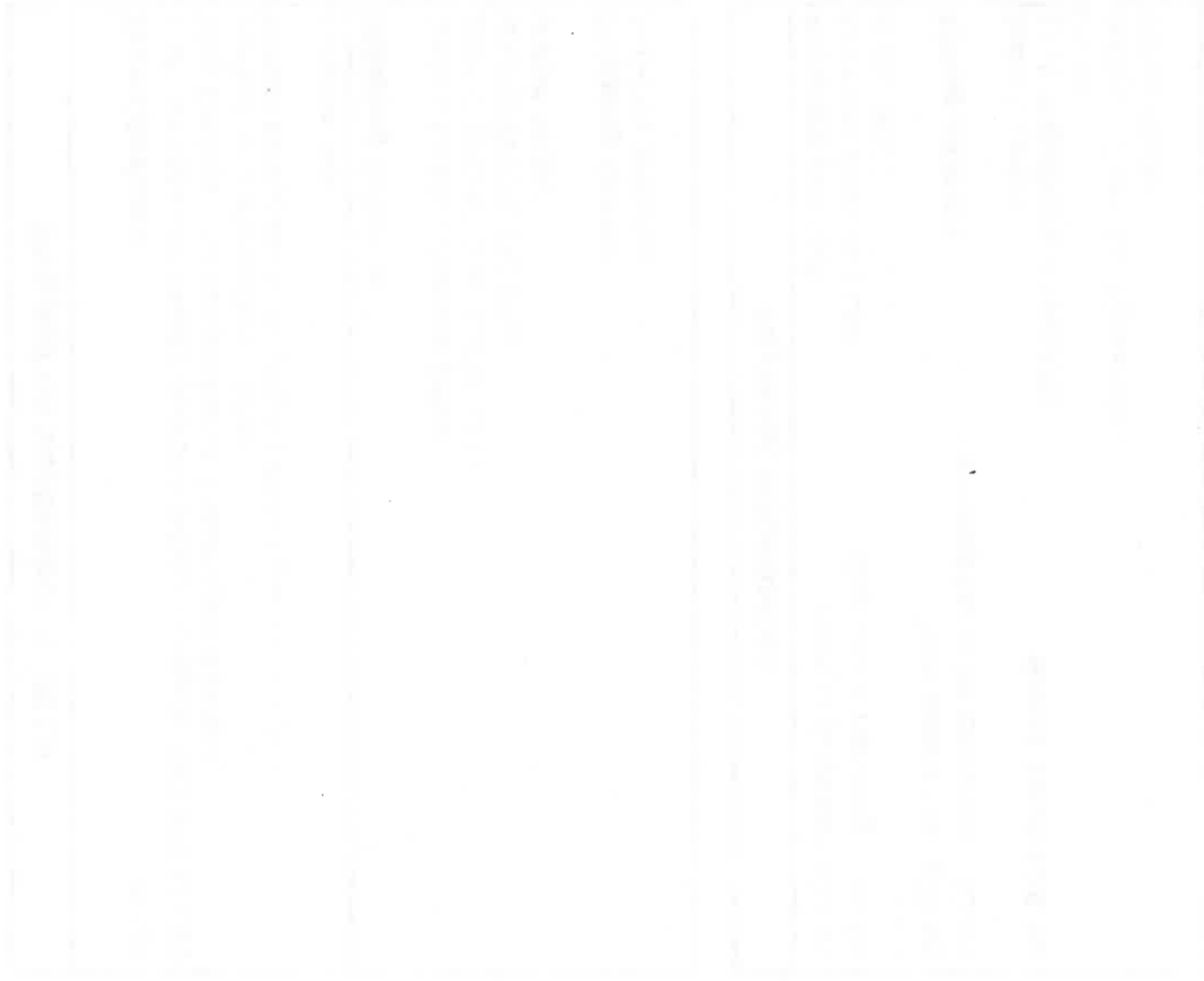
Order Placed: September 3, 2019
Amazon.com order number: 113-5576124-5479418
Order Total: \$26.40

Shipped on September 4, 2019		
Items Ordered		Price
1 of: <i>Strongwater Cherry Bourbon Bitters - Organic Tart and Bing Cocktail Cherries soaked in 7 year aged Bourbon, perfect for a Manhattan - 3fl oz</i>		
Sold by: Strongwater (seller profile) Product question? Ask Seller		
Condition: New		
Shipping Address:		
(b)(6) / Protocol Office		
2201 C STREET NW, SUITE 1238		
WASHINGTON, DC 20520		
United States		
Shipping Speed:		
Two-Day Shipping		

Payment information	
Payment Method: American Express Last digits (b)(6)	Item(s) Subtotal: \$23.95 Shipping & Handling: \$0.00 ----- Total before tax: \$23.95 Estimated tax to be collected: \$2.45 ----- Grand Total: \$26.40
Billing address (b)(6)	(b)(6)

To view the status of your order, return to [Order Summary](#).

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amazon.com

Details for Order #113-9448598-6793822**Order Placed:** September 3, 2019**Amazon.com order number:** 113-9448598-6793822**Order Total: \$10.90****Shipped on September 4, 2019****Items Ordered****Price**1 of: *Woodford Reserve Spiced Cherry Bourbon Barrel Aged Cocktail Bitters - 59ml* \$9.89Sold by: JF Distributions ([seller profile](#))

Condition: New

Shipping Address:(b)(6) / Protocol Office
2201 C STREET NW, SUITE
1238
WASHINGTON, DC 20520
United StatesItem(s) Subtotal: \$9.89
Shipping & Handling: \$0.00Total before tax: \$9.89
Sales Tax: \$1.01**Total for This Shipment: \$10.90****Shipping Speed:**

Four Day Delivery

Payment information**Payment Method:**American Express | Last
digits: (b)(6)Item(s) Subtotal: \$9.89
Shipping & Handling: \$0.00Total before tax: \$9.89
Estimated tax to be collected: \$1.01**Grand Total: \$10.90****Billing address**

(b)(6)

(b)(6)



Office of the Chief of Protocol of the
United States of America

INVOICE REVIEW FORM

Please check the box below that pertains to your invoice:

- ☐ CHIEF OF PROTOCOL REPRESENTATIONAL FUNDS (Include #of Guests)
- ☒ GENERAL ENTERTAINMENT
- ☐ OFFICIAL GIFTS
- ☒ OFFICIAL VISITS
- ☐ PRESIDENTIAL DELEGATIONS
- ☐ PAY USING GIFT FUNDS

STAFF CONTACT:	(b)(6)		
EVENT / PURPOSE:	Secretary Pompeo and Vice President Pence co-host a State Luncheon in honor of The Honorable Scott Morrison MP, Prime Minister of Australia and Mrs. Jennifer Morrison		
DATE OF SERVICE:	09/20/2019		
DESCRIPTION OF SERVICE:	Purchased food and beverage items that were prepared and served during the official event	Number of Guests:	225
AMOUNT SPENT:	\$194.87		
AMOUNT BUDGETED:	\$1,000.00		
JUSTIFICATION IF OVER BUDGET:	N/A		
INVOICE #:	Individual Store Receipts (Amazon.com \$174.82 & Salt and Sundry \$20.05)		
DATE INVOICE RECEIVED:	09/20/2019		
DATE INVOICE SUBMITTED:	09/27/2019		
PAYMENT DUE DATE:	09/30/2019		
NAME OF VENDOR: (Exactly as the check should be made out; be precise, include incorporations like LLC or Corp.)	(b)(6)		

APPROVED FOR PAYMENT:
Assistant Chief of Protocol

(b)(6)

9/30/19

(date)

APPROVED BY:
Executive Director of Management

(b)(6)

10/4/19

(date)

PAID BY:
Budget Analyst

(signature)

(date)

UNCLASSIFIED

UNCLASSIFIED

amazon.com

Details for Order #114-6819926-0109820**Order Placed:** September 4, 2019**Amazon.com order number:** 114-6819926-0109820**Order Total:** \$76.24**Shipped on September 5, 2019****Items Ordered****Price**

4 of: *Metallic Gold Chevron Drinking Paper Straws for Valentine's Day Wedding Party Biodegradable Straw Box of 100* \$10.99
 Sold by: CTIGERS ([seller profile](#))

Condition: New

Shipping Address:

(b)(6) / Protocol Office
 2201 C STREET NW, SUITE 1238
 WASHINGTON, DC 20520
 United States

Shipping Speed:

One-Day Shipping

Preparing for Shipment**Items Ordered****Price**

4 of: *Webake 100 Pack Chevron Paper Straws Wave Patterned Drinking Straws Bulk 7.75 Inch Disposable Biodegradable Restaurant Supplies Luau Decorations Party decorating, Summer Green Striped* \$6.99
 Sold by: Webake ([seller profile](#))

Condition: New

Billing Address:

(b)(6)

(b)(6)

United States

Item(s) Subtotal: \$27.96

Shipping & Handling: \$0.00

Total before tax: \$27.96

Sales Tax: \$1.68

Total for This Shipment: \$29.64

Shipping Speed:

One-Day Shipping

Payment information**Payment Method:**

American Express | Last digits: (b)(6)

Item(s) Subtotal: \$71.92

Shipping & Handling: \$0.00

Total before tax: \$71.92

Estimated tax to be collected: \$4.32

Grand Total: \$76.24**Billing address**

(b)(6)

(b)(6)

To view the status of your order, return to [Order Summary](#).



Details for Order #114-0258640-0864274

Order Placed: September 4, 2019

Amazon.com order number: 114-0258640-0864274

Order Total: \$98.58

Shipped on September 6, 2019

Items Ordered

3 of: *Bundaberg Ginger Beer Non-alcoholic Beverage (Australia) 12-pack 375ml*

Sold by: Bayside NA ([seller profile](#))

Condition: New

Price

\$31.00

Shipping Address:

(b)(6) / Protocol Office
2201 C STREET NW, SUITE 1238
WASHINGTON, DC 20520
United States

Shipping Speed:

Standard Shipping

Payment information

Payment Method:

American Express | Last
digits: (b)(6)

Item(s) Subtotal: \$93.00

Shipping & Handling: \$0.00

Total before tax: \$93.00

Estimated tax to be collected: \$5.58

Billing address

(b)(6)

(b)(6)

Grand Total: \$98.58

To view the status of your order, return to [Order Summary](#).

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*Chocolate Empires***Salt and Sundry**

#24-513

8/17/19, 3:40 PM

Sale

Served by the Sundry team

Transaction #0147932408171913507

1 x Milk Blend Mini Bar Harper Macaw	5.00
3 x Amazon Mini Bar Harper Macaw	15.00
(5.00)	
1 x DC Bag Tax	0.05

Subtotal 20.05

Total (USD) 20.05

AMEX 000f 20.05

Name

(b)(6)

Approval Code

848571

Data Source

Chip Read

Mode

Issuer

AID a000000025010801

TVR 0000008000

IAD 06490103a02002

TSI e800

ARC 3030

Amount 20.05

Total Charged 20.05

1309 5th St. NE
Washington, DC 20002

United States

202.556.1866

hl@shopsaltandsundry.com

shopsaltandsundry.com

follow us on twitter + Instagram @saltandsundry

We gladly accept returns within 30 days with your
original receipt.

Returns will be issued in the original form of payment.

Credit cards must be present for return. Food
products must be unopened.

Custom orders & sale items are FINAL SALE.

Thank you for visiting!



Office of the Chief of Protocol of the
United States of America

INVOICE REVIEW FORM

Please check the box below that pertains to your invoice:

- ☐ CHIEF OF PROTOCOL REPRESENTATIONAL FUNDS (Include #of Guests)
- ☒ GENERAL ENTERTAINMENT
- ☐ OFFICIAL GIFTS
- ☐ OFFICIAL VISITS
- ☐ PRESIDENTIAL DELEGATIONS
- ☐ PAY USING GIFT FUNDS

STAFF CONTACT:	(b)(6)		
EVENT / PURPOSE:	U.S. Foreign Policy Discussion Dinner Series with non U.S. Government Officials hosted by the Secretary of State		
DATE OF SERVICE:	09/12/2019		
DESCRIPTION OF SERVICE:	Purchased food and beverage items that were prepared and served during the official event	Number of Guests:	16
AMOUNT SPENT:	\$986.75		
AMOUNT BUDGETED:	\$1,000.00		
JUSTIFICATION IF OVER BUDGET:	N/A		
INVOICE #:	Individual Store Receipts (Fresh Direct \$949.45 and Amazon.com \$37.30)		
DATE INVOICE RECEIVED:	09/12/2019		
DATE INVOICE SUBMITTED:	09/17/2019		
PAYMENT DUE DATE:	09/30/2019		
NAME OF VENDOR: (Exactly as the check should be made out; be precise, include incorporations like LLC or Corp.)	(b)(6)		

APPROVED FOR PAYMENT:
Assistant Chief of Protocol

APPROVED BY:
Executive Director of Management

PAID BY:
Budget Analyst

(b)(6)

9/17/19

(date)

9/26/19

(date)

(signature)

(date)

(b)(6)

To:

(b)(6)

Subject:

Your FreshDirect order is in the works! Here's your receipt



Dear (b)(6),

We're busy picking and packing your order (#17439848064), and it's looking fresh and delicious. It will be delivered between **03:00 PM and 05:00 PM** on **Thursday, September 05, 2019**.

Your final order amount is **\$949.45**.

Thanks for your shopping. Come back again soon!

FreshDirect Customer Service Group

ORDER INFORMATION for ORDER NUMBER 17439848064

TIME

Thursday, September 05, 2019
03:00 PM - 05:00 PM

ORDER TOTAL

\$949.45

ADDRESS

(b)(6) Ofc of the Chief of
Protocol
2201 C STREET NW, SUITE 1238
Washington, DC 20520

PAYPAL

(b)(6)
PYPL # (b)(6)

Phone: (b)(6)

ALTERNATE DELIVERY

No Delivery Setting

Quantity Ordered/Delivered		Final Weight	Unit Price	Options Price	Final Price
	Bakery & Pastry				
2/2	Amy's Bread Potato Onion Dill Loaf, Frozen - (11.5oz)		(\$5.99/ea)		\$11.98
1/1	Brooklyn Mills Whole Grain Rolls, Frozen - (4ct)		(\$5.99/ea)		\$5.99
1/1	Callie's Cheese and Chive Biscuits, Frozen - (6ct, 7oz)		(\$11.99/ea)		\$11.99
2/2	FreshDirect Frozen Oven-Ready Dark Wheat Bread (Made with Organic Flour) - (16oz)		(\$1.99/ea)		\$3.98
4/4	FreshDirect Frozen Oven-Ready Rosemary Ciabatta - (16oz)		(\$3.99/ea)		\$15.96

1/1	FreshDirect Frozen Oven-Ready Sourdough Rolls - (6ct)	(\$3.99/ea)	\$3.99	
2/2	Orwashers Cabernet Rustica, Frozen - (16oz)	(\$5.99/ea)	\$11.98	
Beverages				
6/6	Bai Antioxidant Infusion, Brasilia Blueberry, Plastic Bottle - (18fl oz)	(\$2.69/ea)	\$16.14	
Cheese Shop				
1.0/1.16 lb	Locatelli Pecorino Romano DOC	1.16 lb (\$18.99/lb)	\$22.03	
4/4	Vermont Creamery Fresh Goat Cheese Classic Chèvre - (10.5oz)	(\$8.99/ea)	\$35.96	
Dairy				
3/3	Boursin Garlic & Fine Herbs Gournay Cheese - (5.2oz)	(\$6.99/ea)	\$20.97	
2/2	Nature's Yoke Natural Cage-Free Large Brown Eggs - (1 dozen)	(\$3.99/ea)	\$7.98	
Deli				
2/2	FreshDirect Prosciutto di Parma Reserve, 18-Month Aged - (1.0 lb, Thin)	2.00 lb (\$21.99/lb)	\$43.98	
Frozen				
2/2	Cascadian Farm Organic Edamame Shelled Soy Beans - (10oz)	(\$1.99/ea)	\$3.98	
	Saved \$1.00 with coupon			
2/2	Just FreshDirect Organic Frozen Fruit, Dark Sweet Cherries - (10oz)	(\$3.99/ea)	\$7.98	
5/5	Van Leeuwen Ice Cream, Sicilian Pistachio - (14fl oz)	(\$7.99/ea)	\$39.95 T	
Fruit				
2/2	Brown Turkey Figs - (approx. 12oz)	(\$6.99/ea)	\$13.98	
12/12	Cara Cara Orange	(\$1.25/ea)	\$15.00	
2/2	Family Tree Farms Organic Desert Queen Figs - (approx. 8oz)	(\$4.00/ea)	\$8.00 S	
3/3	Lemons and Limes - (9-11ct, approx. 3lb bag)	(\$7.99/ea)	\$23.97	
2/2	Organic Black Mission Figs - (approx. 8oz)	(\$4.50/ea)	\$9.00 S	
Meals				
2/2	FreshDirect Frozen Parmesan Straws with Roasted Garlic - (12ct, 8.5oz)	(\$9.99/ea)	\$19.98	
Meat				
22/22	Local Angus RWA Filet Mignon - (Thin, about 5oz, Standard Pack)	6.85 lb (\$36.99/lb)	\$253.23	
Pantry				
2/2	Bob's Red Mill Gluten Free All Purpose Baking Flour - (22oz)	(\$5.19/ea)	\$10.38	
1/1	Hellmann's Real Mayonnaise - (30fl oz)	(\$5.99/ea)	\$5.99	

2/2	Just FreshDirect Fennel Seed - (1.6oz)	(\$3.49/ea)	\$6.98	
2/2	Just FreshDirect Raw Hazelnuts - (10oz)	(\$6.99/ea)	\$13.98	
1/1	Just FreshDirect Roasted Salted Shelled Pistachios - (8oz)	(\$11.99/ea)	\$11.99	
2/2	Mutti Tomato Paste, Double Concentrated - (4.5oz)	(\$3.49/ea)	\$6.98	
2/2	Rustic Bakery Organic Sourdough Flatbread, Rosemary and Olive Oil - (6oz)	(\$6.99/ea)	\$13.98	
2/2	Rustic Bakery Organic Sourdough Flatbread, Sweet Onion & Crème Fraîche - (6oz)	(\$6.99/ea)	\$13.98	
2/2	Sir Kensington's All-Natural Mayonnaise, Chipotle - (10fl oz)	(\$4.99/ea)	\$9.98	
Seafood				
6/7.09	Wild King Salmon Fillet - (6-8 OZ, Premium Center Cut)	3.12 lb (\$19.99/lb)	\$74.85	
Vegetables				
4/0	Backyard Farms Tomatoes On The Vine	1.31 lb (\$2.99/lb)	\$0.00	
3.74	Substitution: Tomatoes on the Vine	1.99		
		\$2.99/lb	\$3.92	
6/5.23	Belgian Endive	1.57 lb (\$3.49/lb)	\$5.48	
4/4	Blue Moon Acres Organic Micro Greens Sampler - (approx. 1oz)	(\$2.99/ea)	\$11.96	
2/2	Dream Greens Baby Spicy Mix - (approx. 4.5oz)	(\$3.50/ea)	\$7.00	
3/3	Grown on Long Island Yellow Wax Beans - (approx. 1lb)	(\$1.49/ea)	\$4.47	
8/8	Lancaster Farm Fresh Cooperative Local Organic Bi-Color Corn - (approx. 0.5lb)	(\$1.25/ea)	\$10.00	S
2/2	Mini Seedless Cucumber Pack - (approx. 16oz)	(\$3.99/ea)	\$7.98	
4/4	Organic Fennel - (approx. 4-5oz)	(\$3.99/ea)	\$15.96	
8/8	Organic Gold Beets, Bunch - (approx. 4ct)	(\$2.50/ea)	\$20.00	
8/4.02	Organic Yellow Zucchini	1.81 lb (\$2.99/lb)	\$5.41	
4/4	Radicchio - (head)	(\$2.99/ea)	\$11.96	
2/2	Satur Farms Local Mesclun Pack - (approx. 5oz)	(\$3.49/ea)	\$6.98	
4/4	Trimmed French Beans - (approx. 8oz)	(\$2.50/ea)	\$10.00	
8/9.64	Wells Homestead Acres Local Green Zucchini	4.34 lb (\$1.99/lb)	\$8.64	
2/2	Wells Homestead Acres Local Squash Blossoms - (approx. 8ct)	(\$3.99/ea)	\$7.98	
4/4	organicgirl Baby Arugula - (approx. 5oz)	(\$4.00/ea)	\$16.00	

Subtotal: **\$940.14**Tax: **\$4.00**State Bottle Deposit: **\$0.00**Total Tax: **\$4.03**Delivery Fee (waived): **\$5.00**Fuel Surcharge: **\$0.28 T****ORDER TOTAL: \$949.45****T = Taxable Item**

S = Special Price
D = State Bottle Deposit

NOTE: If this email does not print out clearly, please go to
https://www.freshdirect.com/your_account/order_details.jsp?orderId=17439848064 for a printer-friendly version of your order details.

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FreshDirect, LLC. 2 St Ann's Ave Bronx, NY 10454



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Unclassified



Details for Order #113-5576124-5479418

Order Placed: September 3, 2019

Amazon.com order number: 113-5576124-5479418

Order Total: \$26.40

Shipped on September 4, 2019

Items Ordered

Price

1 of: *Strongwater Cherry Bourbon Bitters - Organic Tart and Bing Cocktail Cherries soaked in 7 year aged Bourbon, perfect for a Manhattan - 3fl oz*

Sold by: Strongwater ([seller profile](#)) | Product question? [Ask Seller](#)

Condition: New

Shipping Address:

(b)(6) / Protocol Office
2201 C STREET NW, SUITE 1238
WASHINGTON, DC 20520
United States

Shipping Speed:

Two-Day Shipping

Payment information

Payment Method:

American Express | Last
digits: (b)(6)

Item(s) Subtotal: \$23.95

Shipping & Handling: \$0.00

Total before tax: \$23.95

Estimated tax to be collected: \$2.45

Billing address

(b)(6)

Grand Total: \$26.40

United States

To view the status of your order, return to [Order Summary](#).

[Conditions of Use](#) | [Privacy Notice](#) © 1996-2019, Amazon.com, Inc. or its affiliates

amazon.com

Details for Order #113-9448598-6793822**Order Placed:** September 3, 2019**Amazon.com order number:** 113-9448598-6793822**Order Total: \$10.90****Shipped on September 4, 2019****Items Ordered****Price**1 of: *Woodford Reserve Spiced Cherry Bourbon Barrel Aged Cocktail Bitters - 59ml* \$9.89Sold by: JF Distributions ([seller profile](#))

Condition: New

Shipping Address:(b)(6) / Protocol Office
2201 C STREET NW, SUITE
1238
WASHINGTON, DC 20520
United States

Item(s) Subtotal: \$9.89

Shipping & Handling: \$0.00

Total before tax: \$9.89

Sales Tax: \$1.01

Total for This Shipment: \$10.90**Shipping Speed:**

Four Day Delivery

Payment information**Payment Method:**American Express | Last
digits: (b)(6)

Item(s) Subtotal: \$9.89

Shipping & Handling: \$0.00

Total before tax: \$9.89

Estimated tax to be collected: \$1.01

Grand Total: \$10.90**Billing address**

(b)(6)

(b)(6)



Office of the Chief of Protocol of the
United States of America

INVOICE REVIEW FORM

Please check the box below that pertains to your invoice:

- ☐ CHIEF OF PROTOCOL REPRESENTATIONAL FUNDS (Include #of Guests)
- ☒ GENERAL ENTERTAINMENT
- ☐ OFFICIAL GIFTS
- ☐ OFFICIAL VISITS
- ☐ PRESIDENTIAL DELEGATIONS
- ☐ PAY USING GIFT FUNDS

STAFF CONTACT:	(b)(6)		
EVENT / PURPOSE:	Madison Dinner with the Secretary		
DATE OF SERVICE:	9/12/19		
DESCRIPTION OF SERVICE:	Elevator Services	Number of Guests:	16
AMOUNT SPENT:	119.21		
AMOUNT BUDGETED:	120		
JUSTIFICATION IF OVER BUDGET:			
INVOICE #:	SS-EO-1909B-02		
DATE INVOICE RECEIVED:	9/30/19		
DATE INVOICE SUBMITTED:	10/3/19		
PAYMENT DUE DATE:	10/3/19		
NAME OF VENDOR: (Exactly as the check should be made out; be precise, include incorporations like LLC or Corp.)	SemperServe, LLC 4425 Fitch Avenue Suite 114 Baltimore, MD 21236		

APPROVED FOR PAYMENT:

Assistant Chief of Protocol

(signature)

(date)

APPROVED BY:

Executive Director of Management

(signature)

(date)

PAID BY:

Budget Analyst

(signature)

(date)

UNCLASSIFIED

From:	(b)(6)
To:	(b)(6)
Subject:	RE: Invoice Tracker
Date:	Tue, 4 Sep 2018 18:55:46 +0000

See attached...



(b)(6)

Budget Analyst
Office of the Chief of Protocol (S/CPR/A)
HST, Room 1238

(b)(6)

Official
UNCLASSIFIED

From: (b)(6)
Sent: Tuesday, September 4, 2018 9:08 AM
To: (b)(6)
Subject: Invoice Tracker

Hi (b)(6)

I hope you had a nice weekend. Could you send over the gift invoice tracker that you showed me on Thursday when you get a chance?

Thanks!

(b)(6)
Office of the Chief of Protocol
U.S. Department of State
Desk: (b)(6)
Mobile: (b)(6)
(b)(6)

Sender:	(b)(6)
Recipient:	(b)(6)

FY18 INVOICE LEDGER

Q3 \$ 69,945.99
Q4 \$ 97,509.44
TOTAL \$ 139,417.14

COST CENTER	SERVICE D	HOST	VIP/COUNTRY	DESCRIPTION	DR	VENDOR	AMOUNT	INVOICE#	CHECK#	Additional Informa	QTR	CPR#
1782 - OFFICIAL GIFTS	4/4	POTUS	Republic of Korea	w/VOTUS - Olympics - Challenge Coins		Hammerstone Group	\$ 14,922.50	2018-0016	27112		Q3	
1782 - OFFICIAL GIFTS	4/9	VPOTUS	Colombia	Harvard University Print Framing		Georgetown Frame Shopp	\$ 330.00	3	27113	(b)(6)	Q3	
1782 - OFFICIAL GIFTS	4/6	SECSTATE	Gift Inventory	Change of Inscriptions		Book Arts Conservatory	\$ 975.00	173687			Q3	
1782 - OFFICIAL GIFTS	4/11	VPOTUS	Colombia	Box for Framed gift		Book Arts Conservatory	\$ 150.00	173688			Q3	
1782 - OFFICIAL GIFTS	4/11	VPOTUS	Peru	OCONUS - re-inscribe of panel		Book Arts Conservatory	\$ 150.00	173689			Q3	
1782 - OFFICIAL GIFTS	4/11	VPOTUS	South America	Sec. Tilenen - gifts 5. America - re-inscribe of panels (12)		Book Arts Conservatory	\$ 900.00	173693			Q3	
1782 - OFFICIAL GIFTS	4/14	VPOTUS	Peru	OCONUS - leather portfolio		Book Arts Conservatory	\$ 850.00	173692			Q3	
1782 - OFFICIAL GIFTS	4/11	VPOTUS	Gift Inventory	Six Glass Bowls		Kokomo Opalescent Glass	\$ 536.94	211897			Q3	
1782 - OFFICIAL GIFTS	4/14	VPOTUS	Peru	OCONUS - Golf cuff links		The White House Historica	\$ 165.00	WH-1821			Q3	
1782 - OFFICIAL GIFTS	5/8	VPOTUS	Gift Inventory	Custom Leather Presentation Box for Glass Bowls		Book Arts Conservatory	\$ 3,990.00	173700			Q3	
1782 - OFFICIAL GIFTS	4/17	POTUS	Japan	Custom Leather Folio for Cherry Blossom Prints		Book Arts Conservatory	\$ 850.00	173691			Q3	
1782 - OFFICIAL GIFTS	4/23	POTUS	France	French State Visit - Leader to Leader-Leather Red Album		Book Arts Conservatory	\$ 1,380.00	173695			Q3	
1782 - OFFICIAL GIFTS	4/23	FLOTUS	France	French State Visit - Leader to Leader - Silkmoire Padded Base Pillow			\$ 195.00	173697			Q3	
1782 - OFFICIAL GIFTS	4/4	POTUS	Japan	Hand painted Cherry Blossom Cufflinks		Ann Hand LLC	\$ 245.00	3828			Q3	
1782 - OFFICIAL GIFTS	5/14	POEL	Israel	Pewter Eagle Box		Ann Hand LLC	\$ 1,200.00	100			Q3	
1782 - OFFICIAL GIFTS	4/24	POTUS	France	French State Visit - w/ FLOTUS gifts to Pres. Macron/Mrs. Macro		Tiffany & Co.	\$ 2,058.50	1365700			Q3	
1782 - OFFICIAL GIFTS	5/16	POTUS	Uzbekistan	Bilateral - Silver Tray		Tiffany & Co.	\$ 1,561.00	514201			Q3	
1782 - OFFICIAL GIFTS	5/2	SECSTATE	Gift Inventory	Tray, Frame, Scalloped Edge Dish		Tiffany & Co.	\$ 1,365.00	511690			Q3	
1782 - OFFICIAL GIFTS	5/2	SECSTATE	Gift Inventory	Samples		Tiffany & Co.	\$ 350.00	511686			Q3	
1782 - OFFICIAL GIFTS	4/23	POTUS	France	French State Visit - w/FLOTUS gifts -Frame		Georgetown Frame Shopp	\$ 595.00		27194		Q3	
1782 - OFFICIAL GIFTS	4/24	POTUS	France	French delegation during State Visit		The Shops at Mt. Vernon	\$ 1,260.00	5.20418			Q3	
1782 - OFFICIAL GIFTS	4/4	FLOTUS	Japan	First Lady of Japan - Cherry Blossom Set		The Great Republic	\$ 1,750.00	04042018#1			Q3	
1782 - OFFICIAL GIFTS	4/9	VPOTUS	Colombia	OCONUS - VPOTUS gift to Pres. Of Colombia - brass plaque		Arnold Engravers & Corp.	\$ 40.00		27197		Q3	
1782 - OFFICIAL GIFTS	4/27	POEL	Costa Rica	Sierra Leone and Costa Rica (Custom gift boxes)		Book Arts Conservatory	\$ 3,400.00	173704			Q3	
1782 - OFFICIAL GIFTS	4/23	POTUS	France	French State Visit - Leader to Leader - Box for T&Co Bowl		Book Arts Conservatory	\$ 700.00	173698			Q3	
1782 - OFFICIAL GIFTS	5/22	FLOTUS	France	French State Visit - Leader to Leader - box for printed gift-Books		Arts Conservatory	\$ 300.00	173706			Q3	
1782 - OFFICIAL GIFTS	5/22	POTUS	Republic of Korea	Bilateral gift - Tiger Warhol w/Frame		Georgetown Frame Shopp	\$ 2,460.00		27265		Q3	
1782 - OFFICIAL GIFTS	5/22	POTUS	Republic of Korea	Bilateral gift - plate inscription		Arnold Engravers & Corp.	\$ 35.00	48792			Q3	
1782 - OFFICIAL GIFTS	5/14	SECSTATE	Gift Inventory	Gifts Appraisal		Items of Value, Inc.	\$ 1,020.00	48792			Q3	
1782 - OFFICIAL GIFTS	6/4	POEL	Singapore	SingaporeSummit- Official Gifts - Framing		Georgetown Frame Shopp	\$ 200.00		27287		Q3	
1782 - OFFICIAL GIFTS	6/6	POTUS	DPK	Gift - Framing		Georgetown Frame Shopp	\$ 100.00	9672			Q3	
1782 - OFFICIAL GIFTS	6/1	POTUS	Japan	Japan - Official Gift - The Great Republic (Old Glory Baseball Bat		The Great Republic	\$ 156.00	06012018#1			Q3	
1782 - OFFICIAL GIFTS	4/30	POTUS	Nigeria	Pres of Nigeria - Official Gift - The Great Republic (MIL Book Set)		The Great Republic	\$ 2,065.00	05012018#1			Q3	
1782 - OFFICIAL GIFTS	5/30	SECSTATE	Gift Inventory	Simon Pearce Lyre Vase		Capital Gifts and Awards, I	\$ 818.55	K01041			Q3	
1782 - OFFICIAL GIFTS	6/3	SECSTATE	Gift Inventory	Change of Inscriptions		Book Arts Conservatory	\$ 1,575.00	173709			Q3	
1782 - OFFICIAL GIFTS	6/7	POEL	Singapore	Singapore Summit - Official Gifts - Commemorative Pweights		Keith Lipert	\$ 1,625.00	50028			Q3	
1782 - OFFICIAL GIFTS	6/21	SECSTATE	Gift Inventory	5 Custom Pewter Circular Trays		Keith Lipert	\$ 850.00	50027			Q3	
1782 - OFFICIAL GIFTS	6/1	POTUS	Japan	Two Custom Gold Baseballs		Cunningham Classics, LLC	\$ 110.00	2534			Q3	
1782 - OFFICIAL GIFTS	5/29	POTUS	Spain	Pool Cue		PoolDawg	\$ 562.50	979513			Q3	
1782 - OFFICIAL GIFTS	6/21	POTUS	Gift Inventory	110 Gold Baseballs		Cunningham Classics, LLC	\$ 6,050.00	2557			Q3	
1782 - OFFICIAL GIFTS	6/8	POTUS	Canada	Prime Minister - Archival Photo of PM's Father		Book Arts Conservatory	\$ 800.00	173714			Q3	
1782 - OFFICIAL GIFTS	6/19	POTUS	Spain	King of Spain - Leather Box for Pool Cue		Book Arts Conservatory	\$ 1,750.00	173716			Q3	
1782 - OFFICIAL GIFTS	6/6	POTUS	DPK	Box for Framed Art		Book Arts Conservatory	\$ 200.00	173713			Q3	
1782 - OFFICIAL GIFTS	6/6	POTUS	Japan	Presentation Case for Baseball Bats and Balls		Book Arts Conservatory	\$ 1,575.00	173712			Q3	
1782 - OFFICIAL GIFTS	6/23	SECSTATE	Jordan	Stueben Eagle Sculpture		Capital Gifts and Awards, I	\$ 1,325.00	K01097			Q3	
1782 - OFFICIAL GIFTS	6/19	VPOTUS	South America	OCONUS-Gift to South America-Leather Pres. Case (Glass Bowl)			\$ 1,050.00	173717			Q3	
1782 - OFFICIAL GIFTS	6/19	FLOTUS	Spain	Queen of Spain-Leather Pres. Box (Tea set)		Book Arts Conservatory	\$ 1,400.00	173715			Q3	
1782 - OFFICIAL GIFTS	6/23	VPOTUS	Jordan	Stueben Deep Flower Bowl		Capital Gifts and Awards, I	\$ 1,500.00	K01098			Q3	
1782 - OFFICIAL GIFTS	6/28	POTUS/FLOTI	United Kingdom	Gift to UK - Oyster Bamboo Fly Rod		Oyster Bamboo Fly Rods	\$ 2,500.00		27333		Q3	
1782 - OFFICIAL GIFTS	4/23	POTUS	France	French State Visit - Gift Box for a Framed Monroe Chair Fab x		Book Arts Conservatory	\$ 250.00	173696			Q4	OG 001
1782 - OFFICIAL GIFTS	4/23	POTUS	Germany	Leather Presentation Folio for the Chancellor of Germany x		Book Arts Conservatory	\$ 800.00	173699			Q4	OG 002
1782 - OFFICIAL GIFTS	5/2	SECSTATE	Gift Inventory	Gift Box Monticello Bowl		Book Arts Conservatory	\$ 150.00	173703			Q4	OG 003
1782 - OFFICIAL GIFTS	6/12	VPOTUS	Gift Inventory	Themed Children's Coloring Book		Really Big Coloring Books,	\$ 3,894.00	21532			Q4	OG 004
1782 - OFFICIAL GIFTS	7/2	FLOTUS	Gift Inventory	5 Custom Pewter Tea Sets		Keith Lipert	\$ 5,557.50	50034			Q4	OG 005
1782 - OFFICIAL GIFTS	7/5	POTUS	Gift Inventory	Custom Baseballs		Cunningham Classics, LLC	\$ 400.00	2572			Q4	OG 006
1782 - OFFICIAL GIFTS	6/27	POTUS	Netherlands	Old Map of Nieuw Amsterdam (modern Day of NYC)-Frame x		Georgetown Frame Shopp	\$ 1,220.00		27344		Q4	OG 007
1782 - OFFICIAL GIFTS	7/3	POTUS	Russia	Frame for Hockey Jersey		Georgetown Frame Shopp	\$ 1,060.00		27345		Q4	OG 008
1782 - OFFICIAL GIFTS	6/27	POTUS/FLOTI	United Kingdom	Gift to Queen Elizabeth-Framed Horse Photo		Book Arts Conservatory	\$ 350.00		27346	Vendor Error	Q4	OG 009
1782 - OFFICIAL GIFTS	6/19	FLOTUS	Jordan	Queen of Jordan-Leather Jewelry Box WH Wood		Book Arts Conservatory	\$ 1,200.00	173719			Q4	OG 010
1782 - OFFICIAL GIFTS	6/19	POTUS	Jordan	King of Jordan-Leather Archival Folio		Book Arts Conservatory	\$ 1,500.00	173718			Q4	OG 011
1782 - OFFICIAL GIFTS	6/19	SLOTUS	Gift Inventory	Gift Box for Bowl		Book Arts Conservatory	\$ 100.00	17320			Q4	OG 012
1782 - OFFICIAL GIFTS	4/9	POTUS	Other	Inscriptions for Three Black Plaques		Arnold Engravers & Corp.	\$ 135.00	49063			Q4	OG 013
1782 - OFFICIAL GIFTS	6/25	POTUS	Gift Inventory	Paul Revere Print		Old Print Shop Inc.	\$ 75.00	100349			Q4	OG 014
1782 - OFFICIAL GIFTS	6/25	POTUS	Gift Inventory	Map of DC by Mitchell's		Old Print Shop Inc.	\$ 370.00	2399			Q4	OG 015
1782 - OFFICIAL GIFTS	6/25	POTUS	Singapore	Harvard University Print		Old Print Shop Inc.	\$ 120.00	100095			Q4	OG 016
1782 - OFFICIAL GIFTS	6/25	POTUS	United Kingdom	Queen Elizabeth-Jerome Park Print		Old Print Shop Inc.	\$ 100.00	100449			Q4	OG 017
1782 - OFFICIAL GIFTS	6/14	POTUS	Spain	VOID		Sterling Gaming	\$ -	P286793			Q4	OG 018
1782 - OFFICIAL GIFTS	6/25	POTUS	Netherlands	PM Rutte-Old Map of Nieuw Amsterdam (modern Day of NYC)		Old Print Shop Inc.	\$ 275.00	10045			Q4	OG 019
1782 - OFFICIAL GIFTS	7/6	POTUS	Belgium	Prince-Seal for Golf Putter & Box		Book Arts Conservatory	\$ 500.00	1737262			Q4	OG 020
1782 - OFFICIAL GIFTS	7/6	POTUS	Gift Inventory	3 Presentation Box for Bowls		Book Arts Conservatory	\$ 2,850.00	1737267			Q4	OG 021
1782 - OFFICIAL GIFTS	7/6	POTUS	United Kingdom	Prince Phillip-Gold Gift Box for Fishing Rod		Book Arts Conservatory	\$ 200.00	1737263			Q4	OG 022
1782 - OFFICIAL GIFTS	7/6	POTUS	Finland	Vintage Photography Book w/Box		Book Arts Conservatory	\$ 1,150.00	1737269			Q4	OG 023
1782 - OFFICIAL GIFTS	7/6	POTUS	Gift Inventory	Large Gold Box		Book Arts Conservatory	\$ 300.00	1737269			Q4	OG 024
1782 - OFFICIAL GIFTS	5/24	SECSTATE	Gift Inventory	Five Simon Pearce Glass Bowls		Capital Gifts and Awards, I	\$ 1,500.00	K01028			Q4	OG 025
1782 - OFFICIAL GIFTS	7/6	POTUS	United Kingdom	Queen-Custom Base Box for Horse Statue		Book Arts Conservatory	\$ 450.00	1737266			Q4	OG 026
1782 - OFFICIAL GIFTS	7/6	POTUS	United Kingdom	Duke/Duchess Marlborough-Leather Presentation Case for Tea Set		Book Arts Conservatory	\$ 1,400.00	1737265			Q4	OG 027
1782 - OFFICIAL GIFTS	7/6	POTUS	United Kingdom	PM May Leather Jewelry Box		Book Arts Conservatory	\$ 1,300.00	1737261			Q4	OG 028
1782 - OFFICIAL GIFTS	7/10	SECSTATE	Other	Madison Dinner-205 Navy Journals		Hammerstone Group	\$ 2,095.00	2018-0108			Q4	OG 029
1782 - OFFICIAL GIFTS	6/14	POTUS	Spain	King - Engraved Billiard Ball Set		Sterling Gaming	\$ 150.00	P286793			Q4	OG 030
1782 - OFFICIAL GIFTS	7/25	POTUS	Italy	PM - Magnifier, Roller Pen,Letter Opener		Monticello Catalog Custom	\$ 265.95	NA			Q4	OG 031
1782 - OFFICIAL GIFTS	6/22	VPOTUS	South America	9 Soccer Balls		Store Receipts	\$ 150.60	3800177662			Q4	OG 032
1782 - OFFICIAL GIFTS	6/22	VPOTUS	South America	6 Soccer Blass and 2 Soccer Ball Pumps		Store Receipts	\$ 148.05	345331			Q4	OG 033
1782 - OFFICIAL GIFTS	6/22	VPOTUS	South America	2 Soccer Ball Pumps		Store Receipts	\$ 27.45	345331			Q4	OG 034
1782 - OFFICIAL GIFTS	8/1	POTUS/FLOTI	United Kingdom	HRH Prince Harry and Mrs. Markle - Wedding Gift		Scottys Little Soldiers	\$ 4,483.06	851			Q4	OG 035
1782 - OFFICIAL GIFTS	6/4	POTUS	Gift Inventory	13 Star Flag, Model bell Rocket Plane		The Great Republic	\$ 2,249.15	06042018-1			Q4	OG 036
1782 - OFFICIAL GIFTS	7/5	POTUS	Finland	President - Historic Photo of St. Louis Arch		Jefferson National Park As	\$ 119.90	C106167			Q4	OG 037
1782 - OFFICIAL GIFTS	5/23	POTUS/FLOTI	United Kingdom	Gift to Newborn - Prince Louis		Tiffany & Co.	\$ 490.00	350504			Q4	OG 039
1782 - OFFICIAL GIFTS	8/2	SECSTATE	Gift Inventory	Honor Brooch, 2 American Eagle Pewter Boxes		Ann Hand LLC	\$ 2,670.19	1008			Q4	OG 041
1782 - OFFICIAL GIFTS	7/26	POEL	Colombia	Plaque		Arnold Engravers & Corp.	\$ 40.00	49181			Q4	OG 042
1782 - OFFICIAL GIFTS	7/30	SECSTATE	Gift Inventory	Honor Brooch		Ann Hand LLC	\$ 132.19	100			Q4	OG 043
1782 - OFFICIAL GIFTS	7/6	POTUS/FLOTI	Belgium	Belgian Princesses and Child of Finish President		White House Historical As	\$ 390.95	WH-1838			Q4	OG 044
1782 - OFFICIAL GIFTS	7/5	SECSTATE	Gift Inventory	Gift Appraisal - June (3.28 hours)		Items of Value, Inc.	\$ 813.87	20180605			Q4	OG 045
1782 - OFFICIAL GIFTS	6/21			**Voided Check**			\$ -				Q4	
1782 - OFFICIAL GIFTS	6/21	POTUS	Portugal	Pres - Leather Presentation Folio for John Phillips Sousa Music		Book Arts Conservatory	\$ 975.00	173721			Q4	OG 047
1782 - OFFICIAL GIFTS	6/30	FLOTUS	Gift Inventory	Red Leather Presentation Box		Book Arts Conservatory	\$ 800.00	1737260			Q4	OG 048
1782 - OFFICIAL GIFTS	6/28	POTUS/FLOTI	United Kingdom	Q. Elizabeth - Pewter Thoroughbred Horse Sculpture		Keith Lipert	\$ 1,750.00	50033			Q4	OG 049
1782 - OFFICIAL GIFTS	7/26	POTUS	Gift Inventory	10 Custom Pewter Eagle Bowls		Keith Lipert	\$ 6,750.00	50030			Q4	OG 050
1782 - OFFICIAL GIFTS	6/27	POTUS	Gift Inventory	150 Custom Pewter Paperweights		Keith Lipert	\$ 6,393.00	50032			Q4	OG 054
1782 - OFFICIAL GIFTS	6/26	POTUS	Gift Inventory	205 Custom POTUS Cufflinks		Keith Lipert	\$ 9,072.29	50031			Q4	OG 055
1782 - OFFICIAL GIFTS	6/27	POTUS/FLOTI	United Kingdom	Gift to Queen Elizabeth-Framed Horse Photo		Georgetown Frame Shopp	\$ 350.00				Q4	OG 056
1782 - OFFICIAL GIFTS	7/31	POTUS	Colombia	President Gift - Custom Gold Gift Box with Plaque		Book Arts Conservatory	\$ 300.00	1737274			Q4	OG 057
1782 - OFFICIAL GIFTS	6/30	POTUS/FLOTI	United Kingdom	Q. Elizabeth - Box for Frame Photo of Churchill Racetrack		Book Arts Conservatory	\$ 250.00	173724			Q4	OG 058
1782 - OFFICIAL GIFTS	7/31	POTUS	Italy	PM Gift - Presentation Folio, leather box for desk set and history		Book Arts Conservatory	\$ 1,398.00	1737271			Q4	OG 059
1782 - OFFICIAL GIFTS	8/28			**Voided Check**			\$ -	173721			Q4	0
1782 - OFFICIAL GIFTS	6/21	POTUS	Portugal	Pres-Leather Presentation Folio for John Philip Sousa Music		Book Arts Conservatory	\$ 975.00	173721			Q4	OG 047
1782 - OFFICIAL GIFTS	6/30	FLOTUS	Gift Inventory	Red Leather Presentation Box w/wrapped box</								

3:29 PM
08/15/18
Accrual Basis

K FUND
Custom Transaction Detail Report
April 1 through August 15, 2018

-118,452.95

	Type	Date	Num	Name	Memo	Amount
1782 OFFICIAL GIFTS	Check	10/02/2017	26563	U.S. DEPARTMENT OF STATE	Return of FY2017 Gift Funds	-6.68
1782 OFFICIAL GIFTS	Check	10/19/2017	26592	(b)(6)	Reimburse/WH Back Packs, WH Chef Kit,	-99.88
1782 OFFICIAL GIFTS	Check	10/19/2017	26593	(b)(6)	Reimburse/Glass Bowl/POTUS Gift-PM Thailanx	-395.00
1782 OFFICIAL GIFTS	Check	10/19/2017	26594	(b)(6)	Reimburse/38-Star Flag Waver/POTUS Gift/PM	-2,125.00
1782 OFFICIAL GIFTS	Check	10/19/2017	26595	CAPITAL GIFTS AND AWARDS, INC.	Inv#K00588 (25) SS Anchor Cufflinks	-2,375.00
1782 OFFICIAL GIFTS	Check	10/19/2017	26596	Keith Lipert Gallery	Inv#SD017 (5) Oval Bowls	-2,750.00
1782 OFFICIAL GIFTS	Check	10/19/2017	26597	Really Big Coloring Books, Inc.	Inv#20437 (18) Graphic redesign of coloring boc	-540.00
1782 OFFICIAL GIFTS	Check	10/19/2017	26598	Baker	Inv#1005771YAA (1) Tenley Small Jar	-357.73
1782 OFFICIAL GIFTS	Check	10/19/2017	26599	The Great Republic	Inv#StateDept/10.1-2017 (6) Red Letter PENS	-7,500.00
1782 OFFICIAL GIFTS	Check	10/19/2017	26600	The Great Republic	Inv#10062017-#2 (3) Child Flag Waivers fr 1875	-1,800.00
1782 OFFICIAL GIFTS	Check	10/19/2017	26601	Book Arts Conservatory	Inv#173611 Leather Presentation Case	-350.00
1782 OFFICIAL GIFTS	Check	10/19/2017	26602	Book Arts Conservatory	Inv#173616 Leather Presentation Case	-500.00
1782 OFFICIAL GIFTS	Check	10/19/2017	26603	Book Arts Conservatory	Inv#173620 Leather Presentation Case	-1,000.00
1782 OFFICIAL GIFTS	Check	10/19/2017	26604	Book Arts Conservatory	Inv#173623A Presentation Case/PM Spain	-700.00
1782 OFFICIAL GIFTS	Check	10/19/2017	26605	Book Arts Conservatory	Inv#173624A Presentation Folio/PM Spain	-850.00
1782 OFFICIAL GIFTS	Check	10/19/2017	26606	Book Arts Conservatory	Inv#173631A Leather Presentation Case/PM Th	-900.00
1782 OFFICIAL GIFTS	Check	10/19/2017	26607	Book Arts Conservatory	Inv#173632A Gold Gift Wrapped Box/Thai PM	-200.00
1782 OFFICIAL GIFTS	Check	10/19/2017	26608	Book Arts Conservatory	Inv#173633A Presentation Case/Gift Inventory	-450.00
1782 OFFICIAL GIFTS	Check	10/19/2017	26609	Book Arts Conservatory	Inv#173634A Presentation Case/PM Thailand	-550.00
1782 OFFICIAL GIFTS	Check	10/19/2017	26610	Book Arts Conservatory	Inv#173640 Refurbished B/S Leather Pres Case	-450.00
1782 OFFICIAL GIFTS	Check	10/19/2017	26611	Book Arts Conservatory	Inv#173641 Gold Gift Wrapped Box/Inventory	-200.00
1782 OFFICIAL GIFTS	Check	10/19/2017	26612	Book Arts Conservatory	Inv#173642 White Gift Wrapped Box/Inscription	-350.00
1782 OFFICIAL GIFTS	Check	10/25/2017	26620	Pickard, Inc	Inv#95 (6) TeaCups, (6) Saucers, (1) Sugar Bov	-664.00
1782 OFFICIAL GIFTS	Check	10/25/2017	26621	Book Arts Conservatory	Inv#173644 LeatherPresentationCase/Singapon	-250.00
1782 OFFICIAL GIFTS	Check	10/25/2017	26622	Book Arts Conservatory	Inv#173645 Leather Presentation Case	-850.00
1782 OFFICIAL GIFTS	Check	10/25/2017	26623	Book Arts Conservatory	Inv#173646 Leather Presentation Case	-900.00
1782 OFFICIAL GIFTS	Check	10/25/2017	26624	Book Arts Conservatory	Inv#173647 Leather Presentation Case	-850.00
1782 OFFICIAL GIFTS	Check	10/25/2017	26625	Book Arts Conservatory	Inv#173648 Leather Presentation Case	-850.00
1782 OFFICIAL GIFTS	Check	10/25/2017	26626	Book Arts Conservatory	Inv#173649 Leather Presentation Case	-850.00
1782 OFFICIAL GIFTS	Check	10/25/2017	26627	Book Arts Conservatory	Inv#173650 Leather Presentation Case	-800.00
1782 OFFICIAL GIFTS	Check	10/25/2017	26628	Book Arts Conservatory	Inv#173651 Leather Presentation Case	-800.00
1782 OFFICIAL GIFTS	Check	10/25/2017	26629	Book Arts Conservatory	Inv#173652 Leather Presentation Case	-850.00
1782 OFFICIAL GIFTS	Check	10/25/2017	26630	Book Arts Conservatory	Inv#173653 Leather Presentation Case	-850.00
1782 OFFICIAL GIFTS	Check	10/26/2017	26631	CAPITAL GIFTS AND AWARDS, INC.	Inv#K00475 (5) Bowls (Lt Amber)(2) Amber Frit	-945.00
1782 OFFICIAL GIFTS	Check	11/20/2017	26669	Book Arts Conservatory	Inv#173654 Clamshell/POTUS Gift/Pres of Chin	-750.00
1782 OFFICIAL GIFTS	Check	11/20/2017	26670	Book Arts Conservatory	Inv#173655 Leather Presentation Case/Pres So	-450.00
1782 OFFICIAL GIFTS	Check	11/20/2017	26671	Book Arts Conservatory	Inv#173656 Gold wrapped Gift Box	-200.00
1782 OFFICIAL GIFTS	Check	11/20/2017	26672	Book Arts Conservatory	Inv#173657 Custom Box/Pres of Vietnam	-300.00
1782 OFFICIAL GIFTS	Check	11/20/2017	26673	Book Arts Conservatory	Inv#173658 Friendship flags stationery	-100.00
1782 OFFICIAL GIFTS	Check	11/20/2017	26674	Book Arts Conservatory	Inv#173659 Leather Presentation Box	-800.00
1782 OFFICIAL GIFTS	Check	11/20/2017	26675	Book Arts Conservatory	Inv#173660 Custom chest w/compartments	-900.00
1782 OFFICIAL GIFTS	Check	11/20/2017	26676	Book Arts Conservatory	Inv#173661 Custom Album/Clamshell Box	-1,800.00
1782 OFFICIAL GIFTS	Check	11/21/2017	26679	White House Historical Association	Inv#WH-1726 (30) Black Journals	-2,750.00
1782 OFFICIAL GIFTS	Check	11/21/2017	26680	The Great Republic	Inv#11202017-#3 Vortic Landcaster Watch	-1,800.00
1782 OFFICIAL GIFTS	Check	11/21/2017	26681	The Great Republic	Inv#1120217-#4 Book-"Old Man and the Sea"	-2,000.00
1782 OFFICIAL GIFTS	Check	11/21/2017	26682	The Great Republic	Inv#10062017-#2 WJ signed 1927 1st Day Cov	-2,180.00
1782 OFFICIAL GIFTS	Check	11/27/2017	26685	Keith Lipert Gallery	Inv#SD018 (5) Stars Art Glass Vases,	-6,650.00
1782 OFFICIAL GIFTS	Check	11/30/2017	26689	Ann Hand, LLC	Inv#3349 (9) SS Cufflinks,(11) Brass Cufflinks	-2,400.00
1782 OFFICIAL GIFTS	Check	12/05/2017	26722	Book Arts Conservatory	Inv#173675 Custom Presentation Folio	-750.00
1782 OFFICIAL GIFTS	Check	12/05/2017	26723	The Great Republic	Inv#StateDept-11292017-#5 -GW Humidor	-500.00
1782 OFFICIAL GIFTS	Check	12/06/2017	26732	Stuffington Bear Factory, LLC	(30) Made in the USA Eagles/FLOTUS Gift Inv	-538.50
1782 OFFICIAL GIFTS	Check	12/06/2017	26733	Sam and Nan	Inv#210609 (15) Art Therapy Charm Bracelets	-257.22
1782 OFFICIAL GIFTS	Check	12/07/2017	26768	Sam and Nan	Inv#201610 (15) Art Therapy Charm Bracelets	-246.44
1782 OFFICIAL GIFTS	Check	12/11/2017	26771	VOIDED	VOIDED	
1782 OFFICIAL GIFTS	Check	12/11/2017	26772	(b)(6)	Reimburse/Book:"A White House of Stone"	-52.82
1782 OFFICIAL GIFTS	Check	12/18/2017	26774	Keith Lipert Gallery	Inv#SD019 (25) Journals w/VP Sig/Seal	-2,082.50
1782 OFFICIAL GIFTS	Check	01/08/2018	26868	Keith Lipert Gallery	Inv#SD020 Dove Bronze Sculpture	-1,750.00
1782 OFFICIAL GIFTS	Check	01/08/2018	26869	White House Historical Association	Inv#WH-1769 (3) Books-The President's House	-152.88
1782 OFFICIAL GIFTS	Check	01/10/2018	26897	Simon Pearce (US), Inc.	Inv#SINV00379947 (4) Nantucket Hurricanes	-606.00
1782 OFFICIAL GIFTS	Check	01/18/2018	26932	Keith Lipert Gallery	Inv#SD021 Leather-bound gold Golf Book	-215.00
1782 OFFICIAL GIFTS	Check	01/24/2018	26935	Book Arts Conservatory	Inv#173681 Inscription/Gift Box/PDel to Liberia	-100.00
1782 OFFICIAL GIFTS	Check	01/24/2018	26936	TIFFANY & CO	Inv#326410 (50) Rd Key Tags	-6,640.00
1782 OFFICIAL GIFTS	Check	01/24/2018	26940	(b)(6)	Reimburse(14) Tulip Poplar Twist Pens/Invento	-1,215.31
1782 OFFICIAL GIFTS	Check	01/31/2018	26947	Simon Pearce (US), Inc.	Inv#SINV00407143 (25)Glass Globe Spheres	-3,712.50
1782 OFFICIAL GIFTS	Check	01/31/2018	26948	Keith Lipert Gallery	Inv#SD022 (100) Garland Pens w POTUS Seal	-2,190.00
1782 OFFICIAL GIFTS	Check	01/31/2018	26949	Hammerstone Group	Inv#2018-0019 (504) Golf Balls w/Boxes	-5,640.00
1782 OFFICIAL GIFTS	Check	02/13/2018	26993	(b)(6)	Reimburse/BF Autobiography set/POTUS Gift	-639.00
1782 OFFICIAL GIFTS	Check	02/23/2018	26999	(b)(6)	Reimburse/Stellarvue Telescope System/POTU:	-1,764.60
1782 OFFICIAL GIFTS	Check	02/27/2018	27003	CAPITAL GIFTS AND AWARDS, INC.	Inv#K00797 (103) Rd Navy Blue Bookmarks	-2,726.50
1782 OFFICIAL GIFTS	Check	03/05/2018	27018	White House Historical Association	Inv#WH-1803 (50) Pewter Scalloped Trays	-2,750.00
1782 OFFICIAL GIFTS	Check	03/05/2018	27019	White House Historical Association	Inv#WH-1804 (5) Decoupage Boxes	-956.25
1782 OFFICIAL GIFTS	Check	03/05/2018	27020	Keith Lipert Gallery	Inv#SD025 (100) Lapel pins; (50) Cufflinks	-4,500.00
1782 OFFICIAL GIFTS	Check	03/05/2018	27021	Keith Lipert Gallery	Inv#SD023 (50) Leather Journals w POTUS s/s	-3,975.00
1782 OFFICIAL GIFTS	Check	03/05/2018	27022	Keith Lipert Gallery	Inv#SD024 (100) Garland Pens w VP Sig/Seal	-2,015.00
1782 OFFICIAL GIFTS	Check	03/13/2018	27039	Book Arts Conservatory	Inv#173682 Leather Archival Folio	-850.00
1782 OFFICIAL GIFTS	Check	03/13/2018	27040	TIFFANY & CO	Inv#335076 12" Pewter Tray	-193.50
1782 OFFICIAL GIFTS	Check	03/13/2018	27041	(b)(6)	Reimburse/Book:Jewel of Light, Gift Inventory	-28.50
1782 OFFICIAL GIFTS	Check	04/13/2018	27112	Hammerstone Group	INV 2018-0016 Olympic Coins	-14,922.50
1782 OFFICIAL GIFTS	Check	04/13/2018	27113	(b)(6)	INV 0003 POTUS gift for Colombia Trip	-330.00

3:29 PM
08/15/18
Accrual Basis

K FUND
Custom Transaction Detail Report
April 1 through August 15, 2018

Type	Date	Num	Name	Memo	Amount
1782 OFFICIAL GIFTS	Check	04/29/2018	27116	Book Arts Conservatory	INV173687-Replace Inscriptions -975.00
1782 OFFICIAL GIFTS	Check	04/29/2018	27117	Book Arts Conservatory	INV173688-VPOTUS Gift Box for Colombia -150.00
1782 OFFICIAL GIFTS	Check	04/29/2018	27118	Book Arts Conservatory	INV173689-POTUS Gift for Peru -150.00
1782 OFFICIAL GIFTS	Check	04/29/2018	27119	Book Arts Conservatory	INV173693-SOSOTUS Retrofits -900.00
1782 OFFICIAL GIFTS	Check	04/29/2018	27120	Book Arts Conservatory	INV173692 - VPOTUS Gift to Pres. of Peru -850.00
1782 OFFICIAL GIFTS	Check	04/29/2018	27121	Kokomo Opalescent Glass	INV213897 - Specialty Bowl -536.94
1782 OFFICIAL GIFTS	Check	04/29/2018	27122	The White House Historical Association	INV-WH1821 - Ann Hand Cuff Links -165.00
1782 OFFICIAL GIFTS	Check	05/19/2018	27184	Book Arts Conservatory	INV173700-VPOTUS inv -3,990.00
1782 OFFICIAL GIFTS	Check	05/19/2018	27185	Book Arts Conservatory	INV173691-POTUS PM Japan gift -850.00
1782 OFFICIAL GIFTS	Check	05/19/2018	27186	Book Arts Conservatory	INV173695-POTUS gift French State Visit -1,380.00
1782 OFFICIAL GIFTS	Check	05/19/2018	27187	Book Arts Conservatory	INV173697-POTUS gift French State Visit -195.00
1782 OFFICIAL GIFTS	Check	05/19/2018	27188	Ann Hand, LLC	INV3828-POTUS gift to PM Japan -245.00
1782 OFFICIAL GIFTS	Check	05/19/2018	27189	Ann Hand, LLC	INV100- POTUS Pdel gift -1,200.00
1782 OFFICIAL GIFTS	Check	05/19/2018	27190	TIFFANY & CO	INV1365700 -2,058.50
1782 OFFICIAL GIFTS	Check	05/19/2018	27191	TIFFANY & CO	INV 514201 -1,561.00
1782 OFFICIAL GIFTS	Check	05/19/2018	27192	TIFFANY & CO	INV 511690 -1,365.00
1782 OFFICIAL GIFTS	Check	05/19/2018	27193	TIFFANY & CO	INV 511686 -350.00
1782 OFFICIAL GIFTS	Check	05/19/2018	27194	Georgetown Frame Shoppe, Inc.	Custom Frame of Material -595.00
1782 OFFICIAL GIFTS	Check	05/19/2018	27195	The Shops at Mount Vernon	INV 5.20418 Red Oak Pens -1,260.00
1782 OFFICIAL GIFTS	Check	05/19/2018	27196	The Great Republic	INV 04042018#1 - FLOTUS gift to Mrs. Abe -1,750.00
1782 OFFICIAL GIFTS	Check	05/19/2018	27197	Arnold Engravers & Corp. Gifts	INV 48526 -40.00
1782 OFFICIAL GIFTS	Check	05/29/2018	27262	Book Arts Conservatory	INV173704 - PDEL gift boxes -3,400.00
1782 OFFICIAL GIFTS	Check	05/29/2018	27263	Book Arts Conservatory	INV173698 - French State Visit POTUS present -700.00
1782 OFFICIAL GIFTS	Check	05/29/2018	27264	Book Arts Conservatory	INV173706 - French State Visit POTUS box for i -300.00
1782 OFFICIAL GIFTS	Check	05/29/2018	27265	Georgetown Frame Shoppe, Inc.	POTUS frame for ROK bilat -2,460.00
1782 OFFICIAL GIFTS	Check	05/29/2018	27266	Arnold Engravers & Corp. Gifts	INV48792 - POTUS plaque for gift -35.00
1782 OFFICIAL GIFTS	Check	06/14/2018	27285	Items of Value, Inc.	Sec Tillerson/Sec Pompeo - Gifts Appraisal -1,020.00
1782 OFFICIAL GIFTS	Check	06/14/2018	27287	Georgetown Frame Shoppe, Inc.	Singapore Gift - Framing -200.00
1782 OFFICIAL GIFTS	Check	06/14/2018	27288	Georgetown Frame Shoppe, Inc.	Dem People's Republic of Korea - Gift Framing -100.00
1782 OFFICIAL GIFTS	Check	06/14/2018	27289	The Great Republic	POTUS to Japan - Official Gift -156.00
1782 OFFICIAL GIFTS	Check	06/14/2018	27290	The Great Republic	POTUS Gift to Nigeria - Military Book Set -2,065.00
1782 OFFICIAL GIFTS	Check	06/14/2018	27291	CAPITAL GIFTS AND AWARDS, INC.	SECSTATE Inventory - Simon Pearce Lyre Vase -818.55
1782 OFFICIAL GIFTS	Check	06/14/2018	27292	Book Arts Conservatory	SECSTATE Change of Inventory - Inscriptions -1,575.00
1782 OFFICIAL GIFTS	Check	06/14/2018	27293	Keith Lipert Gallery	Singapore Summit - Commemorative Pweights -1,625.00
1782 OFFICIAL GIFTS	Check	06/27/2018	27307	Keith Lipert Gallery	SECSTATE Inventory - Lipert -SD027 -850.00
1782 OFFICIAL GIFTS	Check	06/27/2018	27308	Cunningham Classics, LLC	POTUS Gift-Japan-Inv2534 -110.00
1782 OFFICIAL GIFTS	Check	06/27/2018	27309	(b)(6)	POTUS Gift to King of Spain - Inv979513 -562.50
1782 OFFICIAL GIFTS	Check	06/27/2018	27310	Cunningham Classics, LLC	POTUS Inventory - Cunningham Baseballs Inv25 -6,050.00
1782 OFFICIAL GIFTS	Check	06/27/2018	27311	Book Arts Conservatory	POTUS-Canada PM-Inv173714 -800.00
1782 OFFICIAL GIFTS	Check	06/27/2018	27312	Book Arts Conservatory	POTUS Gift-King of Spain-Inv173716 -1,750.00
1782 OFFICIAL GIFTS	Check	06/27/2018	27313	Book Arts Conservatory	POTUS Gift Box for DRPK-Inv 173713 -200.00
1782 OFFICIAL GIFTS	Check	06/27/2018	27314	Book Arts Conservatory	POTUS Gift Pres. Case to Japan Inv173712 -1,575.00
1782 OFFICIAL GIFTS	Check	06/27/2018	27315	CAPITAL GIFTS AND AWARDS, INC.	SECSTATE Gift to King of Jordan-InvK01097 -1,325.00
1782 OFFICIAL GIFTS	Check	06/27/2018	27316	Book Arts Conservatory	OCONUS VPOTUS to S. America-Inv173717 -1,050.00
1782 OFFICIAL GIFTS	Check	06/27/2018	27317	Book Arts Conservatory	FLOTUS Gift to Queen of Spain-Inv 173715 -1,400.00
1782 OFFICIAL GIFTS	Check	06/27/2018	27318	CAPITAL GIFTS AND AWARDS, INC.	VPOTUS Gift to King of Jordan-InvK01098 -1,500.00
1782 OFFICIAL GIFTS	Check	06/29/2018	27333	Oyster Bamboo Fly Rods	UK Visit - Oyster Bamboo Fly Rod -2,500.00
1782 OFFICIAL GIFTS	Check	07/03/2018	27338	Book Arts Conservatory	POTUS-Gift Box for French State Visit -250.00
1782 OFFICIAL GIFTS	Check	07/03/2018	27339	Book Arts Conservatory	POTUS Gift - Germany - Leather Presentation -800.00
1782 OFFICIAL GIFTS	Check	07/03/2018	27340	Book Arts Conservatory	SECSTATE Gift Inventory - Monticello Bowl -150.00
1782 OFFICIAL GIFTS	Check	07/03/2018	27341	Really Big Coloring Books, Inc.	VPOTUS Gift Inv - Themed Children's Coloring I -3,894.00
1782 OFFICIAL GIFTS	Check	07/03/2018	27342	Keith Lipert Gallery	FLOTUS Gift Inv - 5 Pewter Tea Set -5,557.50
1782 OFFICIAL GIFTS	Check	07/11/2018	27343	Cunningham Classics, LLC	POTUS Inventory - Baseballs -400.00
1782 OFFICIAL GIFTS	Check	07/11/2018	27344	Georgetown Frame Shoppe, Inc.	POTUS-Netherlands-Frame for Old Map -1,220.00
1782 OFFICIAL GIFTS	Check	07/11/2018	27345	Georgetown Frame Shoppe, Inc.	POTUS-Russia-Frame for Hockey Jersey -1,060.00
1782 OFFICIAL GIFTS	Check	07/11/2018	27346	Book Arts Conservatory	POTUS/FLOTUS-Queen Elizabeth-Horse Photo -350.00
1782 OFFICIAL GIFTS	Check	07/11/2018	27347	Book Arts Conservatory	FLOTUS-Queen of Jordan-Leather Jewelry Box -1,200.00
1782 OFFICIAL GIFTS	Check	07/11/2018	27348	Book Arts Conservatory	POTUS-King of Jordan-Leather Archival Folio -1,500.00
1782 OFFICIAL GIFTS	Check	07/11/2018	27349	Book Arts Conservatory	SLOTUS Gift Inventory-Gift Box for Bowl -100.00
1782 OFFICIAL GIFTS	Check	07/11/2018	27350	Arnold Engravers & Corp. Gifts	POTUS EURO Gifts - Inscriptions for Three Blac -135.00
1782 OFFICIAL GIFTS	Check	07/19/2018	27432	Old Print Shop Inc.	POTUS Gift Inventory-Paul Reverse Print -75.00
1782 OFFICIAL GIFTS	Check	07/19/2018	27433	Old Print Shop Inc.	POTUS Gift Inventory-Map of DC -370.00
1782 OFFICIAL GIFTS	Check	07/19/2018	27434	Old Print Shop Inc.	POTUS Gift Inventory-Harvard Univ Print -120.00
1782 OFFICIAL GIFTS	Check	07/19/2018	27435	Old Print Shop Inc.	POTUS/FLOTUS-Queen Elizabeth-Jerome Park -100.00
1782 OFFICIAL GIFTS	Check	07/19/2018	27436	Old Print Shop Inc.	VOID: POTUS-Spain-Engraved Billiard Set 0.00
1782 OFFICIAL GIFTS	Check	07/19/2018	27437	Old Print Shop Inc.	POTUS-Netherlands-Nieuw Amsterdam -275.00
1782 OFFICIAL GIFTS	Check	07/19/2018	27438	Book Arts Conservatory	POTUS-Belgium-Seal for Golf Putter & Box -500.00
1782 OFFICIAL GIFTS	Check	07/19/2018	27439	Book Arts Conservatory	POTUS Gift Inventory-3 Presentation Box for Bc -2,850.00
1782 OFFICIAL GIFTS	Check	07/19/2018	27440	Book Arts Conservatory	POTUS-Prince Phillip-Gold Gift Box for Fishing I -200.00
1782 OFFICIAL GIFTS	Check	07/19/2018	27441	Book Arts Conservatory	POTUS-Finland-Vintage Photography Book w/Bo -1,150.00
1782 OFFICIAL GIFTS	Check	07/19/2018	27442	Book Arts Conservatory	POTUS Gift Inventory-Large Gold Box -300.00
1782 OFFICIAL GIFTS	Check	07/19/2018	27443	CAPITAL GIFTS AND AWARDS, INC.	SECSTATE Gift Inventory-5 Simon Pearce Glas -1,500.00
1782 OFFICIAL GIFTS	Check	07/19/2018	27444	Book Arts Conservatory	POTUS/FLOTUS-Queen Elizabeth-Base/Box Hc -450.00
1782 OFFICIAL GIFTS	Check	07/19/2018	27445	Book Arts Conservatory	POTUS/FLOTUS-Duke/Duchess of Marlboro-Le -1,400.00
1782 OFFICIAL GIFTS	Check	07/19/2018	27446	Book Arts Conservatory	POTUS/FLOTUS-PM May-Jewelry Box -1,300.00
1782 OFFICIAL GIFTS	Check	07/19/2018	27447	Hammerstone Group	SECSTATE-Madison Dinner-205 Navy Journals -2,095.00
1782 OFFICIAL GIFTS	Check	07/19/2018	27448	Sterling Gaming	P 286793 - Engraved Billiard Ball Set -150.00
1782 OFFICIAL GIFTS	Check	07/25/2018	27455	Monticello Catalog	POTUS Gift to PM Italy - Magnifier/Pen/Let Op -265.95
1782 OFFICIAL GIFTS	Check	07/27/2018	27459	(b)(6)	VPOTUS-S. America-9 Soccer Balls -150.60
1782 OFFICIAL GIFTS	Check	07/27/2018	27460	(b)(6)	VPOTUS-Soccer 6Balls/2Pumps-345331 -148.05



3:29 PM
08/15/18
Accrual Basis

K FUND
Custom Transaction Detail Report
April 1 through August 15, 2018

	Type	Date	Num	Name	Memo	Amount	
1782 OFFICIAL GIFTS	Check	07/27/2018	27461	VPOTUS-2 Soccer Ball Pumps 345331		-27.45	
1782 OFFICIAL GIFTS	Check	07/31/2018	27489	Scottys Little Soldier	Teddy Bears for X'Mas - Wedding Gift	-4,483.06	
1782 OFFICIAL GIFTS	Check	08/09/2018	27504	The Great Republic	13 Star Flag, Model Bell Rocket Plane Yeager	-2,249.15	
1782 OFFICIAL GIFTS	Check	08/09/2018	27505	Jefferson National Parks Association	Finland - Historica Photo fo St. Louis Arch	-119.90	
1782 OFFICIAL GIFTS	Check	08/09/2018	27506	TIFFANY & CO	INV 350504 - Birth Record Frame	-490.00	
1782 OFFICIAL GIFTS	Check	08/10/2018	27507	Ann Hand, LLC	Inv#1008: Honor Brooch, 2 Am. Eagle Pewter B	-2,670.19	
1782 OFFICIAL GIFTS	Check	08/10/2018	27508	Arnold Engravers & Corp. Gifts	Inv# 49181: Silver plate Ivan Marquez	-40.00	
1782 OFFICIAL GIFTS	Check	08/10/2018	27509	Ann Hand, LLC	Inv#100 Honor Brooch	-132.19	
1782 OFFICIAL GIFTS	Check	08/10/2018	27510	White House Historical Association	Inv# WH-1838 WH 2 Limoges Box, Ceramic Bat	-390.95	
1782 OFFICIAL GIFTS	Check	08/10/2018	27511	Items of Value, Inc.	Inv# 20180605 Gifts Appraisal	-813.87	
1782 OFFICIAL GIFTS	Check	08/15/2018	27569	Book Arts Conservatory	Inv#173721 - Leather Presentation Folio	0.00	0.00
1782 OFFICIAL GIFTS	Check	08/15/2018	27570	Book Arts Conservatory	Inv#173721 Leather Presentation Folio	-975.00	975.00
1782 OFFICIAL GIFTS	Check	08/15/2018	27571	Book Arts Conservatory	Inv#1737260 Red Leather Presentation Box	-800.00	800.00
1782 OFFICIAL GIFTS	Check	08/22/2018	27572	Keith Lipert Gallery	SD033 Pewter Thoroughbred Horse Sculpture	-1,750.00	1,750.00
1782 OFFICIAL GIFTS	Check	08/22/2018	27573	Keith Lipert Gallery	SD030 10 Custom Pewter Eagle Bowls	-6,750.00	6,750.00
1782 OFFICIAL GIFTS	Check	08/22/2018	27574	Keith Lipert Gallery	SD032 150 Custom Pewter Paperweights	-6,393.00	6,393.00
1782 OFFICIAL GIFTS	Check	08/22/2018	27575	Keith Lipert Gallery	SD031 205 Custom POTUS Cufflinks	-9,072.29	9,072.29
1782 OFFICIAL GIFTS	Check	08/23/2018	27576	Georgetown Frame Shoppe, Inc.	Frame for Horse Picture	-350.00	350.00
1782 OFFICIAL GIFTS	Check	08/23/2018	27577	Book Arts Conservatory	Inv#1737274 Gold Gift Box with Plaque	-300.00	300.00
1782 OFFICIAL GIFTS	Check	08/23/2018	27578	Book Arts Conservatory	Inv# 173724 Box for Frame Photo of C. Racetra	-250.00	250.00
1782 OFFICIAL GIFTS	Check	08/23/2018	27579	Book Arts Conservatory	Inv#1737271 Folio, Desk Set Leather Box, Histo	-1,398.00	1,398.00
1782 OFFICIAL GIFTS	Deposit	01/26/2018	DEP	Transfer of 2ndQ 2018 Funds from M/EDCS	Deposit	125,000.00	
1782 OFFICIAL GIFTS	Deposit	07/18/2018	DEP		4th Quarter	-463,000.00	
1782 OFFICIAL GIFTS	Deposit	10/18/2017		1stQ 2018 Partial Funds from M/EDCS	Deposit	108,000.00	

From:	(b)(6)
To:	(b)(6)
CC:	(b)(6)
Subject:	RE: Invoices for Madison Dinner Nov. 8, 2018
Date:	Wed, 21 Nov 2018 16:34:08 +0000

(b)(6)

Please review and sign via Adobe PDF the attached invoice for the "U.S. Foreign Policy Discussion Dinner Series hosted by the Secretary of State for non-USG officials." Thanks!



(b)(6)

Budget Analyst
Office of the Chief of Protocol (S/CPR/M)
HST, Room 1238

(b)(6)

Stay connected with Protocol:



Official

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From: (b)(6)

Sent: Wednesday, November 21, 2018 11:01 AM

To: (b)(6)

Cc: (b)(6)

Subject: Invoices for Madison Dinner Nov. 8, 2018

Good afternoon all,

This is my first attempt at using an all electronic process. Please let me know if something comes through incorrectly or If I need to do something in a different way.

Thanks,

(b)(6)

Official
UNCLASSIFIED

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Sender:	(b)(6)
Recipient:	(b)(6)
	(b)(6)
	(b)(6)
	(b)(6)



Office of the Chief of Protocol of the
United States of America

INVOICE REVIEW FORM

Please check the box below that pertains to your invoice:

- ☐ CHIEF OF PROTOCOL REPRESENTATIONAL FUNDS
☒ GENERAL ENTERTAINMENT
☐ OFFICIAL GIFTS
☐ OFFICIAL VISITS
☐ PRESIDENTIAL DELEGATIONS
☐ PAY USING GIFT FUNDS

STAFF CONTACT:	(b)(6)
EVENT / PURPOSE:	Madison Dinner hosted by The Secretary of State and Mrs. Pompeo
DATE OF SERVICE:	11/8/2018 U.S. Foreign Policy Discussion Dinner Series
DESCRIPTION OF SERVICE:	Purchased food/beverage items to be served during the official event hosted by the Secretary of State
AMOUNT SPENT:	\$1087.23
AMOUNT BUDGETED:	\$1000.00
JUSTIFICATION IF OVER BUDGET:	N/A
INVOICE #:	Individual Store Receipt (Costco \$757.45, Mom's \$122.84 & Whole Foods Market \$206.94)
DATE INVOICE RECEIVED:	11/8/2018
DATE INVOICE SUBMITTED:	11/21/2018
PAYMENT DUE DATE:	12/5/2018
NAME OF VENDOR: (Exactly as the check should be made out; be precise, include incorporations like LLC or Corp.)	(b)(6)

APPROVED FOR PAYMENT:

Assistant Chief of Protocol

(signature)

(date)

APPROVED BY:

Executive Director of Management

(signature)

(date)

APPROVED BY:

Front Office

(signature)

(date)



Washington DC #1120

2441 Market St. NE

Washington DC, DC 20018

8C Member 111845124094

E	121288	ORG BELLAS	4.99
E	427381	KS ORG EGGS	5.99
E	16712	CHANTERELLE	10.99
E	16712	CHANTERELLE	10.99
E	16712	CHANTERELLE	10.99
E	16712	CHANTERELLE	10.99
E	16712	CHANTERELLE	10.99
E	16712	CHANTERELLE	10.99
E	295156	APPLE CIDER	4.49
	87745	ROTISSERIE	4.99 F
E	406340	SLICED HAVART	7.89
E	11952	CHIKN ROLLER	9.99 F
E	27201	STEELHEAD	23.89
E	36285	KS WALNUT 3#	13.99
E	440493	CASHEW CLUST	11.79
E	1062032	BARK THINS	9.89
E	949025	GRTD PARM	14.49
E	817261	ALOUETTE RSV	5.79
E	817261	ALOUETTE RSV	5.79
E	817261	ALOUETTE RSV	5.79
E	203444	PECANS 2 LB	14.99
E	1242791	COCOA ALMONDS	11.49
E	1242791	COCOA ALMONDS	11.49
E	1172587	COOKED BACON	9.89
E	897754	SHISHITO PEP	4.99
E	9090	KS GOAT LOG	6.59
E	9090	KS GOAT LOG	6.59
E	9090	KS GOAT LOG	6.59
E	171104	ROMA TOMATO	4.99
E	118765	CABOT PPRJCK	5.99
E	958762	PROVOLONE	7.39
E	782294	BABY KALES	6.49
E	782294	BABY KALES	6.49
E	287780	CHIX BASE	5.99
E	0000197836	/ 287780	1.50-
			6.49

E	782294	BABY KALES	6.49
E	782294	BABY KALES	6.49
E	782294	BABY KALES	6.49
E	782294	BABY KALES	6.49
E	647465	AVOCADOS 6CT	5.99
E	46973	CRAN WALNUT	7.99
E	1256837	PTO CHVE LF	5.99
E	0000200152	/1256837	1.00-
E	22662	WHOLEGRAIN	6.99
E	55553	PEELED TEND	78.62
E	55553	PEELED TEND	78.62
E	55553	PEELED TEND	65.33
E	55553	PEELED TEND	84.70
E	55553	PEELED TEND	74.63
E	1055385	GEFEN BEETS	5.99
E	1055385	GEFEN BEETS	5.99
E	1055385	GEFEN BEETS	5.99
		SUBTOTAL	755.95
		TAX	1.50
	****	TOTAL	757.45

(b)(6) SWIPED
 Seq#: 10225 App#: 380769
 Cash Card Resp: Approved
 AMOUNT: \$757.45
 REMAINING BALANCE: \$88.54

Cash Card	757.45
CHANGE	0.00

F 10.0%	1.50
TOTAL TAX	1.50
TOTAL NUMBER OF ITEMS SOLD =	50
INSTANT SAVINGS	\$ 2.50
11/05/2018 15:21 1120 10 231 40	
OP#: 40 Name: ROBERT Y	

Thank You!

Please Come Again

Whse:1120 Trm:10 Trn:231 OP:40

WHOLE FOODS.[®] MARKET

H Street HST
600 H Street NE
Washington, DC 20002
202-469-7410

BYO Bag MA		-\$0.20
OG LEMON BAG		\$6.99 F
CALO OG GOLD BEETS		
3 @ 2 for \$4.00		\$6.00 F
FILLO OG FILLO DOUGH		
6 @ \$5.69 ea		\$34.14 F
Manual Percent Off Case Disc		-\$3.42
CARA CARA RED ORANGE		
4 @ 4 for \$5.00		\$5.00 F
WFM ITALIAN WTR SGL		\$0.79 F
OG ANISE FENNEL BULB		
2.24 lb @ \$2.99 /lb		\$6.70 F
Tare Weight 0.01 lb		
OG ANISE FENNEL BULB		
2.03 lb @ \$2.99 /lb		\$6.07 F
Tare Weight 0.01 lb		
OG LOOSE BEETS		
1.59 lb @ \$1.99 /lb		\$3.16 F
Tare Weight 0.01 lb		
MANZANO BANANA		
3.64 lb @ \$1.49 /lb		\$5.42 F
Tare Weight 0.01 lb		
MANZANO BANANA		
2.84 lb @ \$1.49 /lb		\$4.23 F
Tare Weight 0.01 lb		
PAPAYA ROYAL STAR CV		
2.51 lb @ \$1.99 /lb		\$4.99 F
Tare Weight 0.01 lb		
WTG THANKFUL BQT		
3 @ \$14.99 ea		\$44.97 T
WTG MIXED GREENS 8ST		\$5.99 T
ZOST TULIPS		\$16.99 T

10ST TULIPS		
4 @ \$7.99 ea		\$31.96 T
WTG GREEN ENVY BOUQUET		
2 @ \$9.99 ea		\$19.98 T
BAG REFUND		
4 EACH		

Subtotal:	\$203.38
Net Sales:	\$199.76
Sales Tax 6.00%	\$7.18
Total:	\$206.94
Sold Items:	36

Paid:	
American Express	\$206.94

Purchase \$ 206.94

American Express (b)(6)

Auth # 128007

Lane # 207 Cashier # 2158756

11/07/18 07:38 Ref/Seq # 207977

EPS Sequence # 207977

Entry Method : RFID



1501 New York Avenue NE
Washington, DC 20002
202-791-3826
MOM's Organic Market

11/7/18 3:41 PM Receipt #: 257167-02
Your cashier today is Jabari L

5074 Filberts (Hazelnuts) \$30.73
OG
Tare:0.03 lb
2.05 lb @ \$14.99/lb
022929428048 SUZIE CRCKR RSMRY SSM \$3.99
OG 8.8 OZ
Save:\$0.50
850024006157 WATUSEE CHICKPEA \$9.38
BRDCRMB OG 7 OZ
2 @ \$4.69
043182000604 E&S PANKO BREADCRUMBS \$10.98
OG 10.5 OZ
2 @ \$5.49
073416508705 LND QUINOA TRI CLR OG \$6.99
1 LB
047593441049 SHILOH POTATO FLPS OG \$13.98
12 OZ
2 @ \$6.99
074682107302 KNDS VERY VEGGIE LS \$2.99
OG 32FZ
Save:\$0.90
814985000029 MO PEPPERS RED \$5.99
ROASTED OG
044935100015 RTE11 CHP MAMA ZUMA \$2.79
REVENGE 6 OZ
841720100317 ZEKE'S DECAF MARKET \$13.99
BLEND 1 LB
850273005499 FRMHS ZSTY VEG KFAUT \$3.59
CHP OG 5 OZ
707881116812 GLDMN YELLOW CORN \$7.98
MASA OG 1 LB
2 @ \$3.99
039978001108 BRM CEREAL 10 GR/IN \$2.99
25 OZ
94410 PEARS- Bartlett, Red \$4.57
OG

94744

Tare:0.02 lb
1.53 lb @ \$2.99/lb
RADISHES- Other, \$2.10
Loose OG
Tare:0.02 lb
0.42 lb @ \$4.99/lb
Paid Out - Reusale \$-0.10
Bag Credit
Paid Out - Reusale \$-0.10
Bag Credit

SUBTOTAL \$122.84
TOTAL \$122.84
Charge 16550 \$122.84
TOTAL TENDERED \$122.84
Change \$0.00

CARD INFORMATION:

Card Type: Amex
Account: (b)(6)
Amount: USD \$122.84
Approval #: 732007
Date:
Reference #: 003257167001
MID: **8115



United States Department of State

Washington, D.C. 20520

March 29, 2021

Case No. FL-2020-00134

Nikhel Sus
Citizens for Responsibility and Ethics of Washington
1101 K St., NW Suite 201
Washington, DC 20005

Dear Mr. Sus:

As we noted in our letter dated March 1, 2021, we are processing your request for material under the Freedom of Information Act ("FOIA"), 5 U.S.C. § 552. Thus far, the Department has identified an additional 31 responsive records subject to the FOIA. We have determined that all 31 documents may be released in part. The processing of your request is ongoing.

An enclosure explains the FOIA exemptions and other grounds for withholding material. Where we have made redactions, the applicable FOIA exemptions are marked on each document. All non-exempt material that is reasonably segregable from the exempt material has been released and is enclosed.

We will keep you informed as your case progresses. If you have any questions, your attorney may contact Assistant United States Attorney Benton Peterson at Benton.Peterson@usdoj.gov or (202) 252-2534. Please refer to the case number, FL-2020-00134, and the civil action number, 20-cv-02076, in all correspondence about this case.

Sincerely,

A handwritten signature in black ink that reads "Jeanne Miller". The signature is fluid and cursive, with the first name "Jeanne" and last name "Miller" clearly distinguishable.

Jeanne Miller
Chief, Programs and Policies Division
Office of Information Programs and Services

Enclosures: As stated.

The Freedom of Information Act (5 USC 552)

FOIA Exemptions

(b)(1) Information specifically authorized by an executive order to be kept secret in the interest of national defense or foreign policy. Executive Order 13526 includes the following classification categories:

- 1.4(a) Military plans, systems, or operations
- 1.4(b) Foreign government information
- 1.4(c) Intelligence activities, sources or methods, or cryptology
- 1.4(d) Foreign relations or foreign activities of the US, including confidential sources
- 1.4(e) Scientific, technological, or economic matters relating to national security, including defense against transnational terrorism
- 1.4(f) U.S. Government programs for safeguarding nuclear materials or facilities
- 1.4(g) Vulnerabilities or capabilities of systems, installations, infrastructures, projects, plans, or protection services relating to US national security, including defense against transnational terrorism
- 1.4(h) Weapons of mass destruction

(b)(2) Related solely to the internal personnel rules and practices of an agency

(b)(3) Specifically exempted from disclosure by statute (other than 5 USC 552), for example:

ARMSEXP	Arms Export Control Act, 50a USC 2411(c)
CIA PERS/ORG	Central Intelligence Agency Act of 1949, 50 USC 403(g)
EXPORT CONTROL	Export Administration Act of 1979, 50 USC App. Sec. 2411(c)
FS ACT	Foreign Service Act of 1980, 22 USC 4004
INA	Immigration and Nationality Act, 8 USC 1202(f), Sec. 222(f)
IRAN	Iran Claims Settlement Act, Public Law 99-99, Sec. 505

(b)(4) Trade secrets and confidential commercial or financial information

(b)(5) Interagency or intra-agency communications forming part of the deliberative process, attorney-client privilege, or attorney work product

(b)(6) Personal privacy information

(b)(7) Law enforcement information whose disclosure would:

- (A) interfere with enforcement proceedings
- (B) deprive a person of a fair trial
- (C) constitute an unwarranted invasion of personal privacy
- (D) disclose confidential sources
- (E) disclose investigation techniques
- (F) endanger life or physical safety of an individual

(b)(8) Prepared by or for a government agency regulating or supervising financial institutions

(b)(9) Geological and geophysical information and data, including maps, concerning wells

Other Grounds for Withholding

NR Material not responsive to a FOIA request excised with the agreement of the requester

From: (b)(6)
To: (b)(6)
CC: (b)(6)
Subject: DUPLICATE
Date: Thu, 6 Dec 2018 16:34:07 +0000

Hi (b)(6)

For GE 9061 I noticed that there were staff (b)(6) in this invoice that have already been paid. Here are the invoice numbers: 102218LG1W, 102218 CL1W; and 102218CM1W. These invoices were paid via GE 9037, see attached. Unless there was an error in the submission, please let me know before I take them out from GE 9061. Thanks!



(b)(6)
 Budget Analyst
 Office of the Chief of Protocol (S/CPR/M)
 HST, Room 1238

(b)(6)

(b)(6)

[Stay connected with Protocol:](#)



This e-mail and any attachments may contain confidential and/or proprietary information. If you received this e-mail in error, please notify the sender immediately by reply e-mail and delete the e-mail and any attachments; any further use of such e-mail or attachments is strictly prohibited.

Official **DeControlled**
UNCLASSIFIED

Sender:

(b)(6)

Recipient:

(b)(6)

(b)(6)

From: (b)(6)
To: (b)(6)
Subject: FW: Elevator Invoices for january 2020
Date: Fri, 7 Feb 2020 19:43:51 +0000

Hi (b)(6)

Can you please have someone in your team process the attached invoice for Madison Dinner – Elevator Service. Thanks!



(b)(6)
CPR Budget Analyst
(b)(6)

From: Brenda Harvey (b)(6)
Sent: Friday, February 7, 2020 2:04 PM
To: (b)(6)
Subject: Elevator Invoices for january 2020
Importance: High

Hello (b)(6)

I have attached the January, invoices.

Thanks

Brenda

From: scans@semperserve.com <scans@semperserve.com>
Sent: Friday, February 7, 2020 2:01 PM
To: Brenda Harvey
Subject:

Sender: (b)(6)
Recipient: (b)(6)



Phone: (202)647-3232

Fax: (202)736-4232

Email: (b)(6)

SOLD TO:	U.S. Department Of State	INVOICE DATE:	31-Jan-20
AGENCY/OFFICE:	ATTN: (b)(6)	INVOICE NO.:	SS-EO-2001B-02
ADDRESS:	S/CPR 2201 C Street, N.W. Washington, D.C. 20520	CONTACT(S):	(b)(6)
BILLING ADDRESS:	Same	TELEPHONE:	(b)(6)
		FAX:	(b)(6)
		Email:	(b)(6)

SERVICE INVOICE

DATE(s)	TIME	DESCRIPTION	NO. PERSONS	QTY HRS.	UNIT PRICE	TOTAL AMOUNT
9-Jan-20	1730-2100	Elevator Services@HST for Secretary Pompeo Madison Dinner	1	3.5	\$34.06	\$119.21

TOTAL DUE:**\$119.21****PAYMENT INFORMATION**

Please indicate how you would like to pay:

☐ **CHECK**
☐ **GOVERNMENT VISA**
☐ **VISA**
☐ **MASTERCARD**

CARD HOLDER'S PRINT NAME:

BILLING ADDRESS:

NAME OF BANK:

CHECK NO.:

ACCOUNT NO.:

P.O. NO.:

EXP. DATE:

CREDIT CARD CODE:

AMOUNT:

SIGNATURE:

DATE:

Please make check payable to: SemperServe, LLC

Forward payment to:

4425 Fitch Avenue
Suite: 114

Baltimore, MD. 21236

Phone: (202) 647-4401 Fax.: (202) 736-4232

*Federal Tax ID No. 26-4732852

38

~~3.5~~

ACOR or Representative mus+A6:I25t verify and sign each timesheet.

DRR ELEVATOR OPERATOR REQUEST FORM

(FOR DRR USE ONLY)

*** Request for operator services requires 48 hours minimum notice ***

Date of Event:	January 9, 2020		Time In:	5:30 pm	Time Out:	9:00 pm
Note: Please add 15 – 30 minutes to the expected In and Out time.						
CORE No.	3	No. of Elevators	1	Floor No.	8	
Preauthorization for Extended Time?			Yes	<input type="checkbox"/> X	No	<input type="checkbox"/>
CORE No.	2	No. of Elevators	0	Floor No.	8	
Preauthorization for Extended Time?			Yes	<input type="checkbox"/> X	No	<input type="checkbox"/>
* Corridor 2= Elevators 18-21, LEFT of C St. Reception Corridor 3= Elevators 25-28, RIGHT of C St. Reception						
Elevator Options:						
Take up only	<input type="checkbox"/>	Take-up and return	<input type="checkbox"/>	Take-up and hold	<input type="checkbox"/> X	
NOTE: All elevators are express directly to and from event locations unless previously arranged.						
Visitor/Event Name:	Secretary Pompeo Madison Dinner					
Time of Event:	6:00 – 8:30 pm	No. of Attendees:	12	Event Location:	Madison Room	
Contact Person:	(b)(6)	Bureau:	S/CPR	Phone No.:	(b)(6)	
Requestor:	(b)(6)	Bureau:	A/OPR/GSM/SS/DRR	Phone No.:	(b)(6)	
Special Instructions:						
BILLING INFORMATION: (b)(6) 2201 C STREET, NW WASHINGTON, DC 20520 ROOM 1238 TELEPHONE NUMBER (b)(6)						

Please review and acknowledge the following requirements prior to submitting your request.

- Request for operator services require 48 hours (2 business days) minimum notice. Requests made less than 2 business days prior to event start should be followed immediately with telephone contact to (202) 647-2880 or (202) 647-3969 to coordinate the effort.
- Elevator service requests will be scheduled in priority order based upon the order in which they are received.
- After submitting a request to the Elevator Office, you are NOT automatically confirmed for the request. A separate email will be sent to you within one (1) business day with either your approval or denial.
- Confirmation of each request may be affected by factors such as previously granted requests.
- Elevator requirements from the Office of the Secretary (S/ES); Chief of Protocol (S/CPR) and Diplomatic Security (DS), automatically take precedent over standing or future requests. 48 hours rule N/A.
- Changes to the reservation must be made directly through the Elevator Office, not the operator assigned to the event.

I have reviewed and acknowledge the requirements listed above.

(b)(6)

Requestor's Initials

To be completed by SemperServe staff only:

Request Taken By:	Date:	Time:	Assigned Operator/s:
-------------------	-------	-------	----------------------



SOLD TO:	U.S. Department Of State	INVOICE DATE:	31-Jan-20
AGENCY/OFFICE:	ATTN: (b)(6)	INVOICE NO.:	SS-EO-2001B-03
ADDRESS:	S/CPR	CONTACT(S):	(b)(6)
	2201 C Street, N.W.	TELEPHONE:	(b)(6)
	Washington, D.C. 20520	FAX:	
BILLING ADDRESS:	Same	Email:	(b)(6)

SERVICE INVOICE

DATE(s)	TIME	DESCRIPTION	NO. PERSONS	QTY HRS.	UNIT PRICE	TOTAL AMOUNT
8-Jan-20	1500-2000	Elevator Services@HST for VP and S-Hposted Greek Prime Minister Reception	4	2	\$24.33	\$194.64
8-Jan-20	1500-2000	Elevator Services@HST for VP and S-Hposted Greek Prime Minister Reception	5	3	\$34.06	\$510.90
8-Jan-20	1500-2015	Elevator Services@HST for VP and S-Hposted Greek Prime Minister Reception	1	3.25	\$34.06	\$110.69
8-Jan-20	1500-2030	Elevator Services@HST for VP and S-Hposted Greek Prime Minister Reception	1	3.5	\$34.06	\$119.21

TOTAL DUE: \$935.44**PAYMENT INFORMATION**

Please indicate how you would like to pay:

☐ **CHECK** ☐ **GOVERNMENT VISA** ☐ **VISA** ☐ **MASTERCARD****CARD HOLDER'S PRINT NAME:****BILLING ADDRESS:****NAME OF BANK:****CHECK NO.:****ACCOUNT NO.:****P.O. NO.:****EXP. DATE:****CREDIT CARD CODE:****AMOUNT:****SIGNATURE:****DATE:**

Please make check payable to: SemperServe, LLC

Forward payment to:

4425 Fitch Avenue

Suite: 114

Baltimore, MD. 21236

Phone: (202) 647-4401

Fax.: (202) 736-4232

*Federal Tax ID No. 26-4732852

RECORD OF TIME OF ARRIVAL AND DEPARTURE FROM BUILDING (b)(6)

(b)(6)

S/CPR #30

YEAR

204

MONTH:

Jan

[illegible]

ACOR or Representative mus+A6:I25t verify and sign each timesheet.

DRR ELEVATOR OPERATOR REQUEST FORM **(FOR DRR USE ONLY)**

*** Request for operator services requires 48 hours minimum notice ***

Date of Event:	January 8, 2020	Time In:	3:00 pm	Time Out:	8:00 pm
Note: Please add 15 – 30 minutes to the expected In and Out time.					
CORE No.	3	No. of Elevators	2	Floor No.	8
Preauthorization for Extended Time?		Yes	<input type="checkbox"/> X	No	<input type="checkbox"/>
CORE No.	2	No. of Elevators	5	Floor No.	8
Preauthorization for Extended Time?		Yes	<input type="checkbox"/> X	No	<input type="checkbox"/>
* Corridor 2= Elevators 18-21, LEFT of C St. Reception Corridor 3= Elevators 25-28, RIGHT of C St. Reception					
Elevator Options:					
Take up only	<input type="checkbox"/>	Take-up and return	<input type="checkbox"/>	Take-up and hold	<input checked="" type="checkbox"/> X
NOTE: All elevators are express directly to and from event locations unless previously arranged.					
Visitor/Event Name:	VP and S-Hosted Greek Prime Minister Reception				
Time of Event:	5:45 pm – 7:30 pm	No. of Attendees:	250	Event Location:	Ben Franklin Reception Room
Contact Person:	(b)(6)	Bureau:	A/OPR/GSM/SS/DRR	Phone No.:	(b)(6)
Requestor:	(b)(6)	Bureau:	A/OPR/GSM/SS/DRR	Phone No.:	(b)(6)
Special Instructions:	(4) OPERATORS ON CORE 2 ELEVATORS, (1) OPERATOR ON FREIGHT ELEVATOR #23, AND (2) OPERATORS ON CORE 3 ELEVATORS CLOSEST TO C STREET LOBBY				
BILLING INFORMATION: (b)(6)					

Please review and acknowledge the following requirements prior to submitting your request.

- Request for operator services require 48 hours (2 business days) minimum notice. Requests made less than 2 business days prior to event start should be followed immediately with telephone contact to (202) 647-2880 or (202) 647-3969 to coordinate the effort.
- Elevator service requests will be scheduled in priority order based upon the order in which they are received.
- After submitting a request to the Elevator Office, you are NOT automatically confirmed for the request. A separate email will be sent to you within one (1) business day with either your approval or denial.
- Confirmation of each request may be affected by factors such as previously granted requests.
- Elevator requirements from the Office of the Secretary (S/ES); Chief of Protocol (S/CPR) and Diplomatic Security (DS), automatically take precedent over standing or future requests. 48 hours rule N/A.
- Changes to the reservation must be made directly through the Elevator Office, not the operator assigned to the event.

I have reviewed and acknowledge the requirements listed above.

(b)(6)

Requestor's Initials

To be completed by SemperServe staff only:



Office of the Chief of Protocol of the
United States of America

INVOICE REVIEW FORM

Please check the box below that pertains to your invoice:

- ☐ CHIEF OF PROTOCOL REPRESENTATIONAL FUNDS
☒ GENERAL ENTERTAINMENT
☐ OFFICIAL GIFTS
☐ OFFICIAL VISITS
☐ PRESIDENTIAL DELEGATIONS
☐ PAY USING GIFT FUNDS

STAFF CONTACT:	(b)(6)
EVENT / PURPOSE:	Madison Dinner hosted by The Secretary of State and Mrs. Pompeo
DATE OF SERVICE:	10/22/2018
DESCRIPTION OF SERVICE:	Assisted with prepping the crystal glassware, china & linens, the setting/moving of all tables and chairs, the serving of any/all food or beverages and the cleaning & storage of all used materials at the conclusion of the event
AMOUNT SPENT:	\$796.50
AMOUNT BUDGETED:	\$1,000.00
JUSTIFICATION IF OVER BUDGET:	N/A
INVOICE #:	*See Attached Sheet
DATE INVOICE RECEIVED:	10/22/2018
DATE INVOICE SUBMITTED:	10/23/2018
PAYMENT DUE DATE:	11/6/2018
NAME OF VENDOR: (Exactly as the check should be made out; be precise, include incorporations like LLC or Corp.)	*See Attached Sheet

APPROVED FOR PAYMENT:
Assistant Chief of Protocol

(b)(6)

APPROVED BY:
Executive Director of Management

(b)(6)

(signature)

APPROVED BY:
Front Office

(b)(6)

(signature)

10/23/18
(date)

11/9/18
(date)

11/9/18
(date)

U.S. Department of State
Invoice Review Form Attachment

Madison Dinner hosted by The Secretary of State and Mrs. Pompeo

(b)(6)

			Date	Invoice No.	Time In & Out	Total Hours & Pay Rate	Amount	
1			10/22/2018	102218RA1W	4:00pm - 9:30pm	5.5 hours @ \$27.00 per hour	\$148.50	
						Total:	\$148.50	
2			10/22/2018	102218YB1P	2:00pm - 9:30pm	7.5 hours @ \$27.00 per hour	\$202.50	
						Total:	\$202.50	
3			10/22/2018	102218LG1W	4:00pm - 9:30pm	5.5 hours @ \$27.00 per hour	\$148.50	
						Total:	\$148.50	
4			10/22/2018	102218CL1W	4:00pm - 9:30pm	5.5 hours @ \$27.00 per hour	\$148.50	
						Total:	\$148.50	
5			10/22/2018	102218CM1W	4:00pm - 9:30pm	5.5 hours @ \$27.00 per hour	\$148.50	
						Total:	\$148.50	
						Grand Total:	\$796.50	

OFFICE OF THE CHIEF OF PROTOCOL
OFFICIAL ACCOUNT
USDOS TAX I.D.#530200682

BANK OF AMERICA, NA
WASHINGTON, DC 20020
15-120/540

27771

10/29/2018

PAY TO THE
ORDER OF

(b)(6)

\$ **148.50

One Hundred Forty-Eight and 50/100***** DOLLARS

PROTECTED AGAINST FRAUD

(b)(6)

FOR OFFICIAL USE ONLY

(b)(6)

MEMO

INV 102218RA1W Madison Dinner

02777 054001204 (b)(4)

OFFICE OF THE CHIEF OF PROTOCOL

27771

(b)(6)

10/29/2018

SECSTATE - Madison Dinner102218

148.50

1780 - GENERAL EN INV 102218RA1W Madison Dinner

148.50

OFFICE OF THE CHIEF OF PROTOCOL

27771

(b)(6)

10/29/2018

SECSTATE - Madison Dinner102218

148.50

PAYMENT
RECORD

1780 - GENERAL EN INV 102218RA1W Madison Dinner

148.50



104141

OFFICE OF THE CHIEF OF PROTOCOL
OFFICIAL ACCOUNT
USDOS TAX I.D.#530200682

BANK OF AMERICA, NA
WASHINGTON, DC 20020
15-120/540

27772

10/29/2018

PAY TO THE ORDER OF (b)(6)

\$ **202.50

Two Hundred Two and 50/100 ***** DOLLARS

PROTECTED AGAINST FRAUD



(b)(6)



FOR OFFICIAL USE ONLY

(b)(6)



MEMO

INV 102218YB1W Madison Dinner

027772 054001204 (b)(4)

OFFICE OF THE CHIEF OF PROTOCOL

27772

(b)(6)

10/29/2018

SECSTATE Madison Dinner 102218

202.50

1780 - GENERAL EN INV 102218YB1W Madison Dinner

202.50

OFFICE OF THE CHIEF OF PROTOCOL

27772

(b)(6)

10/29/2018

SECSTATE Madison Dinner 102218

202.50

PAYMENT
RECORD

1780 - GENERAL EN INV 102218YB1W Madison Dinner

202.50



104141

OFFICE OF THE CHIEF OF PROTOCOL
OFFICIAL ACCOUNT
USDOS TAX I.D.#530200682

BANK OF AMERICA, NA
WASHINGTON, DC 20020
15-120/540

27773

10/29/2018

PAY TO THE ORDER OF (b)(6)

\$ **148.50

One Hundred Forty-Eight and 50/100 ***** DOLLARS

PROTECTED AGAINST FRAUD

(b)(6)

FOR OFFICIAL USE ONLY

(b)(6)

MEMO

INV 102218LG1W Madison Dinner

027773 054001204 (b)(4)

OFFICE OF THE CHIEF OF PROTOCOL

27773

(b)(6)

10/29/2018

SECSTATE Madison Dinner 102218

148.50

1780 - GENERAL EN INV 102218LG1W Madison Dinner

148.50

OFFICE OF THE CHIEF OF PROTOCOL

27773

(b)(6)

10/29/2018

SECSTATE Madison Dinner 102218

148.50

PAYMENT
RECORD

1780 - GENERAL EN INV 102218LG1W Madison Dinner

148.50

OFFICE OF THE CHIEF OF PROTOCOL
OFFICIAL ACCOUNT
USDOS TAX I.D.#530200682

BANK OF AMERICA, NA
WASHINGTON, DC 20020
15-120/540

27774

10/29/2018

PAY TO THE
ORDER OF

(b)(6)

\$ **148.50

One Hundred Forty-Eight and 50/100***** DOLLARS

PROTECTED AGAINST FRAUD



(b)(6)



(b)(6)

MEMO

INV 102218CL1W Madison Dinner

027774 054001204

(b)(4)

OFFICE OF THE CHIEF OF PROTOCOL

27774

(b)(6)

10/29/2018

SECSTATE Madison Dinner 102218

148.50

1780 - GENERAL EN INV 102218CL1W Madison Dinner

148.50

OFFICE OF THE CHIEF OF PROTOCOL

27774

(b)(6)

10/29/2018

SECSTATE Madison Dinner 102218

148.50

PAYMENT
RECORD

1780 - GENERAL EN INV 102218CL1W Madison Dinner

148.50

Rev 2/14



Office of the Chief of Protocol of the
United States of America

INVOICE REVIEW FORM

Please check the box below that pertains to your invoice:

- ☐ CHIEF OF PROTOCOL REPRESENTATIONAL FUNDS
☒ GENERAL ENTERTAINMENT
☐ OFFICIAL GIFTS
☐ OFFICIAL VISITS
☐ PRESIDENTIAL DELEGATIONS
☐ PAY USING GIFT FUNDS

STAFF CONTACT:	(b)(6)
EVENT / PURPOSE:	Madison Dinner hosted by The Secretary of State and Mrs. Pompeo
DATE OF SERVICE:	11/8/2018 U.S. Foreign Policy Discussion Dinner Series
DESCRIPTION OF SERVICE:	Assisted with prepping the crystal glassware, china & linens, the setting/moving of all tables and chairs, the serving of any/all food or beverages and the cleaning & storage of all used materials at the conclusion of the event
AMOUNT SPENT:	\$796.50 \$877.50
AMOUNT BUDGETED:	\$1,000.00
JUSTIFICATION IF OVER BUDGET:	N/A
INVOICE #:	*See Attached Sheet
DATE INVOICE RECEIVED:	11/8/2018
DATE INVOICE SUBMITTED:	11/21/2018
PAYMENT DUE DATE:	12/5/2018
NAME OF VENDOR: (Exactly as the check should be made out; be precise, include incorporations like LLC or Corp.)	*See Attached Sheet

APPROVED FOR PAYMENT:

Assistant Chief of Protocol

(b)(6)

11/30/18

(date)

APPROVED BY:

Executive Director of Management

(b)(6)

12/4/18

(date)

(signature)

APPROVED BY:

Front Office

(signature)

(date)

U.S. Department of State
Invoice Review Form Attachment

Opening Session, Meetings and Working Luncheon in Honor of The U.S.-China Diplomatic & Security Dialogue Co-hosted by the Secretary of State

	Vendor	Date	Invoice No.	Time In & Out	Total Hours & Pay Rate	Amount	
1	(b)(6)	11/8/2018	110818RA1W	11:00am - 4:00pm	5.0 hours @ \$27.00 per hour	\$135.00	
		11/9/2018	110918RA1W	4:00pm - 9:30pm	5.5 hours @ \$27.00 per hour	\$148.50	
					Total:	\$135.00	283.50
2		11/9/2018	110918YB1W	4:00pm - 9:30pm	5.5 hours @ \$27.00 per hour	\$148.50	
					Total:	\$135.00	148.50
3		10/22/2018	102218LG1W	4:00pm - 9:30pm	5.5 hours @ \$27.00 per hour	\$148.50	
					Total:	\$148.50	
4		10/22/2018	102218CL1W	4:00pm - 9:30pm	5.5 hours @ \$27.00 per hour	\$148.50	
					Total:	\$148.50	
5		10/22/2018	102218CM1W	4:00pm - 9:30pm	5.5 hours @ \$27.00 per hour	\$148.50	
					Total:	\$148.50	
					Grand Total:	\$796.50	
						\$877.50	
					?		

From: (b)(6) (b)(6)
To: (b)(6) (b)(6)
CC: (b)(6) (b)(6)
Subject: RE: DUPLICATE CHECKS
Date: Fri, 2 Aug 2019 18:21:44 +0000

See attached, I had to deduct your tax refund. Thanks!



(b)(6)
 CPR Budget Analyst
 (b)(6)

From: (b)(6) (b)(6)
Sent: Friday, August 2, 2019 2:18 PM
To: (b)(6) (b)(6)
Cc: (b)(6) (b)(6)
Subject: RE: DUPLICATE CHECKS

The other check I received was for **\$1,449.45**. Which invoices were these for? When I add either of the two MacArthur Invoices to the Zachys invoice I do not get that amount. Maybe my records do not match the actual invoice?

\$959.64 – Zachys DC
 Wine for Madison dinners / stock (3 cases)

\$579.80 - Macarthur Beverage
 Beverages for July 4th Reception and stock

\$538.99 – MacArthur Beverage - \$49.18 TAX REFUND
 Beverages for MARF Reception

From: (b)(6) (b)(7)(A)
Sent: Friday, August 2, 2019 1:55 PM
To: (b)(6) <(b)(6)>
Cc: (b)(6) <(b)(6)>
Subject: DUPLICATE CHECKS

Hi (b)(6),

The attached checks are duplicates, there were two invoices submitted and I was not able to catch it. If you haven't cash the checks yet, please return one or reimbursed CPR for \$1076.12. Thanks and I apologize for the inconvenience.



(b)(6)

Budget Analyst
Office of the Chief of Protocol (S/CPR/M)
HST, Room 1238

(b)(6)

(b)(6)

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Sender:

(b)(6)

(b)(6)

Recipient:

(b)(6)

(b)(6)

(b)(6)

(b)(6)

From: (b)(6)
To: (b)(6); (b)(6)
CC: (b)(6); (b)(6); (b)(6)
Subject: RE: Past Due Invoices
Date: Wed, 23 Oct 2019 12:40:19 +0000

All,

Sorry, I forwarded the wrong invoice for the July 11. See attached, both invoices were dated July 11.

To process the two pending invoices, I need approved IRFs. Thanks!



(b)(6)

CPR Budget Analyst

(b)(6)

SENSITIVE BUT UNCLASSIFIED **DeControlled**

From: (b)(6); (b)(6)
Sent: Tuesday, October 22, 2019 9:57 PM
To: (b)(6); (b)(6)
Cc: (b)(6); (b)(6); (b)(6)
Subject: RE: Past Due Invoices

Ok, many thanks (b)(6) Adding (b)(6) who was our July 4th lead and probably this was submitted on July 11. I don't think there were any duplicate charges for July 11 so I guess we can proceed with payment? Unless you need another document but I am the novice here with the process.

I am also attaching the Feb. 19 invoice and adding (b)(6) (b)(6) and I are fairly certain this one #62354 is for a Madison dinner that evening. (b)(6) is back in the office next week and will facilitate that payment via you (b)(6) unless again, we should handle differently.

Many thanks.

(b)(6)

SENSITIVE BUT UNCLASSIFIED **DeControlled**

From: (b)(6)
Sent: Tuesday, October 22, 2019 6:27 PM
To: (b)(6) (b)(6) (b)(6)
Cc: (b)(6) (b)(6)
Subject: RE: Past Due Invoices

Hi (b)(6)

The attached invoice was also dated July 11 but submitted for July 4th. In case you need to review and ensure that there was no duplicate charges.



(b)(6)
 CPR Budget Analyst
 (b)(6)

SENSITIVE BUT UNCLASSIFIED **DeControlled**

From: (b)(6) (b)(6)
Sent: Tuesday, October 22, 2019 6:24 PM
To: (b)(6) (b)(6)
Cc: (b)(6) (b)(6)
Subject: RE: Past Due Invoices

Many thanks (b)(6). We will figure out on our end and swing back to you. I see no events on July 11 but maybe I am missing something. On Feb. 19 we had both an evening Madison Dinner and a swearing-in for our new Ambassador to Azerbaijan.

Thank you.

(b)(6)

SENSITIVE BUT UNCLASSIFIED

DeControlled

From: (b)(6) <(b)(6)>
Sent: Tuesday, October 22, 2019 6:11 PM
To: (b)(6); (b)(6)
Cc: (b)(6); (b)(7)(A); (b)(6); (b)(6); (b)(6)
Subject: FW: Past Due Invoices

Hi (b)(6)

I checked our FY19 Invoice Ledger and the attached were not submitted for payment. If you can process an IRF, I will expedite payment. Thanks!



(b)(6)

CPR Budget Analyst

(b)(6)

SENSITIVE BUT UNCLASSIFIED

DeControlled

From: (b)(6); (b)(6)
Sent: Tuesday, October 22, 2019 5:51 PM
To: OpAsst <OpAsst@Qualityelevator.com>
Cc: (b)(6); (b)(6); (b)(6); (b)(6); (b)(6)
Subject: RE: Past Due Invoices

Hello, I am adding both (b)(6) and our management contact for invoices (b)(6) above. We will look into the attached unpaid invoices and circle back to you.

We apologize for the delay.

Very best,

(b)(6)

SENSITIVE BUT UNCLASSIFIED

DeControlled

From: OpAsst <OpAsst@Qualityelevator.com>

Sent: Tuesday, October 22, 2019 12:04 PM

To: (b)(6) (b)(6)

Subject: Past Due Invoices

Good afternoon,

I am reaching out to you in hopes you may be able to help get some past due invoices paid. I have been in contact with (b)(6) with DRR who gave me your contact information. We have tried numerous times to reach out to (b)(6) with no luck in getting the invoices paid. The account is severely delinquent and must be paid up as soon as possible. If you have any questions or concerns, feel free to contact me.



Thank you,

Brianna Loveless

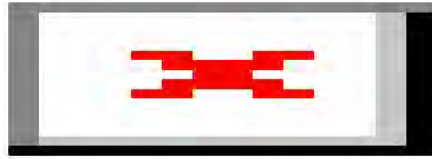
Quality Elevator Company, Inc.

Operations Assistant

Badging Officer

(b)(6)

(b)(6)



Sender:

(b)(6)

Recipient:

(b)(6)

From: (b)(6)
To: (b)(6)
Subject: RE: Resubmitted Invoice for S Madison Dinner Feb. 19, 2019
Date: Thu, 4 Apr 2019 16:59:09 +0000

Got it, thanks...😊

Best,

(b)(6)

Official - Transitory **DeControlled**
UNCLASSIFIED

From: (b)(6)
Sent: Thursday, April 4, 2019 11:28 AM
To: (b)(6)
Subject: RE: Resubmitted Invoice for S Madison Dinner Feb. 19, 2019

I saw that, but when I did it ahead I hadn't gotten the check yet.

(b)(6)

From: (b)(6)
Sent: Thursday, April 04, 2019 11:24 AM
To: (b)(6)
Subject: RE: Resubmitted Invoice for S Madison Dinner Feb. 19, 2019

I already corrected this one and paid. Thanks!

Best,

(b)(6)

Official - Transitory **DeControlled**
UNCLASSIFIED

From: (b)(6)
Sent: Thursday, April 4, 2019 10:20 AM
To: (b)(6)
Subject: RE: Resubmitted Invoice for S Madison Dinner Feb. 19, 2019

Here is the corrected invoice.

(b)(6)

From: (b)(6)
Sent: Thursday, April 04, 2019 8:18 AM
To: (b)(6)
Subject: RE: Resubmitted Invoice for S Madison Dinner Feb. 19, 2019

(b)(6)

Please open the attached invoice, this is not the membership. I already fixed the membership invoice, it's paid. The error on the attached is the IRF which was written for waitstaff. It should be for food and beverages. Please call if you have a question. Thanks!

Best,

(b)(6)

Official - Transitory
UNCLASSIFIED

DeControlled

From: (b)(6)
Sent: Wednesday, April 3, 2019 8:06 PM
To: (b)(6)
Subject: RE: Resubmitted Invoice for S Madison Dinner Feb. 19, 2019

Ok, I submitted the Costco membership again not knowing you already wrote a check. So please disregard.

(b)(6)

From: (b)(6)
Date: April 3, 2019 at 3:14:32 PM EDT
To: (b)(6)
Subject: RE: Resubmitted Invoice for S Madison Dinner Feb. 19, 2019

Hi (b)(6),

I just got back and just want to let you know that I received all the invoices that you've sent yesterday. They are currently pending approval. Thanks!

Best,

(b)(6)

Official - Transitory
UNCLASSIFIED

DeControlled

From: (b)(6)
Sent: Tuesday, April 2, 2019 12:26 PM

To: (b)(6) (b)(6) (b)(6)
Cc: (b)(6) (b)(6)
Subject: Resubmitted Invoice for S Madison Dinner Feb. 19, 2019

Invoice revised to correct the price with one receipt.

(b)(6)
Sender: (b)(6)
Recipient: (b)(6)

From: (b)(6) (b)(6)
To: Brenda Harvey (b)(6)
Subject: RE: SEMPER SERVE INVOICES
Date: Wed, 11 Sep 2019 13:15:50 +0000

No worries, that's what we're here for...



(b)(6)
CPR Budget Analyst
(b)(6)

Unclassified

From: Brenda Harvey (b)(6)
Sent: Wednesday, September 11, 2019 8:19 AM
To: (b)(6) <(b)(6)>
Subject: Re: SEMPER SERVE INVOICES

Good morning,

You are correct about the two payments.

Thanks for you help.

Brenda

From: (b)(6)
Sent: Tuesday, September 10, 2019 3:26 PM
To: Brenda Harvey
Subject: SEMPER SERVE INVOICES

Hi Brenda,

Two on the invoices you've dropped off were already paid:

SS-EO-1903B-03 Egypt – paid via Check#2803

SS-EO-1903B-02 Madison Dinner – paid via Check#28332

The other two I will process. Thanks!



(b)(6)

Budget Analyst

Office of the Chief of Protocol (S/CPR/M)

HST, Room 1238

Phone: (b)(6)

(b)(6)

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DeControlled

Unclassified

Sender:

(b)(6)

(b)(6)

Recipient:

Brenda Harvey

(b)(6)

From: (b)(6)
To: Collins Zaban (b)(6)
Subject: RE: Madison Dinner Pens
Date: Mon, 10 Sep 2018 19:54:27 +0000

Thanks for following up with this!

Official
UNCLASSIFIED DeControlled

From: Collins Zaban <(b)(6)>
Sent: Monday, September 10, 2018 3:51 PM
To: (b)(6)
Cc: (b)(6) Fisher, Mary-Kate <(b)(6)>
Subject: RE: Madison Dinner Pens

You're welcome!

Thanks (b)(6)!

Let me know if you need anything else!



Collins Zaban

ACCOUNT MANAGER

DESK: (b)(6)
MOBILE: (b)(6)
TOLL FREE: 888-678-3267
WEB: SHOPMADDEN.COM
6810 NEW TAMPA HWY
LAKELAND, FLORIDA 33815



[Click here to check out
our new website!](#)

From: (b)(6)
Sent: Monday, September 10, 2018 3:49 PM
To: Collins Zaban <(b)(6)>
Cc: (b)(5); Fisher, Mary-Kate <(b)(6)>
Subject: RE: Madison Dinner Pens

Great news!! Thank you!

From: Collins Zaban <(b)(6)>
Sent: Monday, September 10, 2018 3:46 PM
To: (b)(6)
Cc: (b)(6)
Subject: RE: Madison Dinner Pens

150 pieces SHIPPED OUT TODAY Next Day Air! Will deliver tomorrow.

Tracking: 1Z0167530170544270



Collins Zaban

ACCOUNT MANAGER

DESK: (b)(6)
MOBILE: (b)(6)
TOLL FREE: 888-678-3267
WEB: SHOPMADDEN.COM
6810 NEW TAMPA HWY
LAKELAND, FLORIDA 33815



[Click here to check out
our new website!](#)

From: (b)(6)
Sent: Monday, September 10, 2018 3:27 PM
To: Collins Zaban <(b)(6)>

Cc: (b)(6)
Subject: RE: Madison Dinner Pens

Hi Collins,

Touching base on this order, are we still good for delivery by tomorrow?

From: Collins Zaban (b)(6)
Sent: Friday, September 7, 2018 4:30 PM
To: (b)(6)
Subject: RE: Madison Dinner Pens

Great! Thanks (b)(6) You too! 😊



Collins Zaban
ACCOUNT MANAGER

DESK: (b)(6)
MOBILE: (b)(6)
TOLL FREE: 888-678-3267
WEB: SHOPMADDEN.COM
6810 NEW TAMPA HWY
LAKELAND, FLORIDA 33815



[Click here to check out
our new website!](#)

From: (b)(6)
Sent: Friday, September 7, 2018 4:27 PM
To: Collins Zaban (b)(6); (b)(6)
Subject: RE: Madison Dinner Pens

Thank you Collins, we are on the same page!

Have a nice weekend.

Best,

(b)(6)

From: Collins Zaban (b)(6)

Sent: Friday, September 7, 2018 4:00 PM

To: (b)(6); (b)(6)

Subject: Madison Dinner Pens

Hi (b)(6)

Per our convo just now...

The pens were shipped to our location and we rerouted them to our vendor (no problem) but it did crouch our production time a bit.

When the product was received we only received 249 pieces rather than 250. You and I discussed this and you said to go ahead and move forward on the 249.

Currently with the inbound shipping delay we have 150 pieces produced, with 99 left to do.

Per our recent phone call, you approved we ship the 150 overnight on 9/10 to deliver preferably 9/11 possibly 9/12 and when the other 99 pieces are ready we will ship ground.

Please confirm we are on the same page.

Thanks (b)(6)



Collins Zaban

ACCOUNT MANAGER

DESK: (b)(6)

MOBILE: (b)(6)

TOLL FREE: 888-678-3267

WEB: SHOPMADDEN.COM

6810 NEW TAMPA HWY

LAKELAND, FLORIDA 33815



[Click here to check out](#)

[our new website!](#)

Sender:

(b)(6)

Recipient:

Collins Zaban

(b)(6)



Office of the Chief of Protocol of the
United States of America

INVOICE REVIEW FORM

Please check the box below that pertains to your invoice:

- ☐ CHIEF OF PROTOCOL REPRESENTATIONAL FUNDS (Include #of Guests)
☒ GENERAL ENTERTAINMENT
☐ OFFICIAL GIFTS
☐ OFFICIAL VISITS
☐ PRESIDENTIAL DELEGATIONS
☐ PAY USING GIFT FUNDS

STAFF CONTACT:	(b)(6)		
EVENT / PURPOSE:	U.S. Foreign Policy Discussion Dinner Series with non U.S. Government Officials hosted by the Secretary of State		
DATE OF SERVICE:	03/26/2019		
DESCRIPTION OF SERVICE:	Purchased food and beverage items that were prepared and served during the official event	Number of Guests:	14
AMOUNT SPENT:	\$275.72		
AMOUNT BUDGETED:	\$1,000.00		
JUSTIFICATION IF OVER BUDGET:	N/A		
INVOICE #:	Individual Store Receipts (Fresh Direct \$275.72)		
DATE INVOICE RECEIVED:	05/23/2019		
DATE INVOICE SUBMITTED:	05/28/2019		
PAYMENT DUE DATE:	06/11/2019		
NAME OF VENDOR: (Exactly as the check should be made out; be precise, include incorporations like LLC or Corp.)	(b)(6)		

APPROVED FOR PAYMENT:

Assistant Chief of Protocol

(signature)

(date)

APPROVED BY:

Executive Director of Management

(signature)

(date)

PAID BY:

Budget Analyst

(signature)

(date)



Office of the Chief of Protocol of the
United States of America

INVOICE REVIEW FORM

Please check the box below that pertains to your invoice:

- ☐ CHIEF OF PROTOCOL REPRESENTATIONAL FUNDS (Include #of Guests)
☒ GENERAL ENTERTAINMENT
☐ OFFICIAL GIFTS
☐ OFFICIAL VISITS
☐ PRESIDENTIAL DELEGATIONS
☐ PAY USING GIFT FUNDS

STAFF CONTACT:	(b)(6)		
EVENT / PURPOSE:	Madison Dinner with the Secretary		
DATE OF SERVICE:	9-30-19		
DESCRIPTION OF SERVICE:	Elevator services	Number of Guests:	16
AMOUNT SPENT:	119.21		
AMOUNT BUDGETED:	120		
JUSTIFICATION IF OVER BUDGET:			
INVOICE #:	SS-EO-1909B-04		
DATE INVOICE RECEIVED:	9-30-19		
DATE INVOICE SUBMITTED:	10-8-19		
PAYMENT DUE DATE:	30 days from date of invoice		
NAME OF VENDOR: (Exactly as the check should be made out; be precise, include incorporations like LLC or Corp.)	SemperServe, LLC 4425 Fitch Avenue Suite 114 Baltimore, MD 21236		

APPROVED FOR PAYMENT:

Assistant Chief of Protocol

(signature)

(date)

APPROVED BY:

Executive Director of Management

(signature)

(date)

PAID BY:

Budget Analyst

(signature)

(date)

UNCLASSIFIED

From: (b)(6)
To: (b)(6)
CC: (b)(6)

Subject: For Signature- S Pens Invoice

Date: Thu, 9 Jan 2020 22:49:03 +0000

Thank you (b)(6)

(b)(6)

(b)(6)

U.S. Department of State
Office of the Chief of Protocol
Diplomatic Gift Unit

(b)(6)

Sender: (b)(6)

Recipient:

(b)(6)

(b)(6)

From: (b)(6)
To: (b)(6)
Subject: FW: Invoices
Date: Tue, 28 Aug 2018 14:22:30 +0000

Please send copy of invoices for the attached and I will process them today. Also, please sign them. Thanks!



(b)(6)
 Budget Analyst
 Office of the Chief of Protocol (S/CPR/A)
 HST, Room 1238

(b)(6)

From: (b)(6)
Sent: Tuesday, August 28, 2018 9:52 AM
To: (b)(6)
Subject: Invoices

Hi (b)(6)

I wanted to check with you on the status of a few of our invoices. I have spoken with these vendors and they have not received payment. I just wanted to confirm the date that the payment was sent. Please let me know if you have any questions.

1. Georgetown Frame Shoppe- \$350
2. Ann Hand LLC- \$ 2,670.19
3. Madden Branded Goods- \$6,046.25
4. Michael Aram- \$5,000.00

(b)(6)
 Office of the Chief of Protocol
 U.S. Department of State
 (b)(6)

Sender: (b)(6)
Recipient: (b)(6)

From: (b)(5)
To: (b)(6)
Subject: FW: PLEASE APPROVE: IRF Madison - Elevator Service
Date: Tue, 8 Oct 2019 15:14:21 +0000

Hi (b)(6)

Do you mind signing the attached IRF since (b)(6) (b)(6)

Thank you!

(b)(6)

UNCLASSIFIED DeControlled

From: (b)(6)
Sent: Tuesday, October 8, 2019 9:05 AM
To: (b)(6)
Subject: PLEASE APPROVE: IRF Madison - Elevator Service

Hi (b)(6)

Attached is the IRF for the 9.30 Madison dinner elevators for your signature.

Thank you!

(b)(6)

UNCLASSIFIED DeControlled

From: (b)(6)
Sent: Tuesday, October 8, 2019 8:57 AM
To: (b)(6) (b)(6)
Cc: (b)(6) (b)(6) (b)(6)
Subject: Madison - Elevator Service

Can someone please process and IRF for the attached? Since this is for Sep 30th, it will be included in my quarterly report? Thanks!



(b)(6)

Budget Analyst
 Office of the Chief of Protocol (S/CPR/M)
 HST, Room 1238

(b)(6)

(b)(6)

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DeControlled

Sender:

(b)(6)

Recipient:

(b)(6)

(b)(6)



From: (b)(6)
To: (b)(6)
Subject: FW: Your order with Madden Branded Goods has been shipped
Date: Tue, 11 Jun 2019 14:59:20 +0000

Hi Collins,

So sorry to be a pain, but is there any way you can reissue the below invoice with the JUST the following label instead?

Pens for Secretary of State U.S. Foreign Policy Discussion Dinner Series

Thank you so much! We'll be sure to expedite payment.

Best,

(b)(6)

Official
UNCLASSIFIED

From: (b)(6)
Sent: Thursday, May 30, 2019 10:40 AM
To: (b)(6)
Subject: Your order with Madden Branded Goods has been shipped

SHIPPING CONFIRMATION

Dear (b)(6)

This notice is to alert you that the following order has been shipped:

Job Description	Cross Pens - Madison Dinners
Our Order Number	18156-1 Click here to view details

SHIPPING DETAILS

Shipped To U.S. Department of State
 (b)(6)
 2201 C St NW
 Washington DC 20520
 United States

Shipped On 05/29/2019
Shipped UPS

Via
Service Ground
Level
of Boxes 3
Weight 13.00

Comments Scheduled Delivery Thursday 05/30/2019

Your tracking # for this shipment is : [1Z6WA2800344771593](#)

Upon receipt, please double-check the goods to ensure you are satisfied with your order.

If you have any questions or concerns, please do not hesitate to contact me.

Thank you for your order; we appreciate your business.

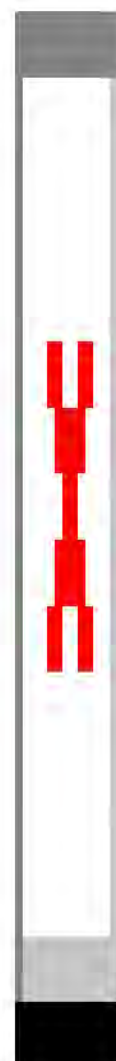
Sincerely,



Josh Strebin
Customer Service and Shipping Specialist
Madden Branded Goods
6810 New Tampa Hwy, Suite 200
Lakeland, FL
United States 33815
Tel : (863) 682-0013
Fax : (863) 582-9565
Toll Free : (888) 678-3267

(b)(6)

Website : catalog.shopmadden.com



Sender:

(b)(6)

Recipient:

(b)(6)



Office of the Chief of Protocol of the
United States of America

INVOICE REVIEW FORM

Please check the box below that pertains to your invoice:

- ☐ CHIEF OF PROTOCOL REPRESENTATIONAL FUNDS (Include #of Guests)
☒ GENERAL ENTERTAINMENT
☐ OFFICIAL GIFTS
☐ OFFICIAL VISITS
☐ PRESIDENTIAL DELEGATIONS
☐ PAY USING GIFT FUNDS

STAFF CONTACT:	(b)(6)		
EVENT / PURPOSE:	Working Dinner with U.S. Business Leaders hosted by the Secretary of State		
DATE OF SERVICE:	10/09/2019		
DESCRIPTION OF SERVICE:	Assisted with prepping the crystal glassware, china & linens, the setting/moving of all tables and chairs, the serving of any/all food or beverages and the cleaning & storage of all used materials at the conclusion of the event	Number of Guests:	11
AMOUNT SPENT:	\$914.00		
AMOUNT BUDGETED:	\$1,000.00		
JUSTIFICATION IF OVER BUDGET:	N/A		
INVOICE #:	*See Attached Sheet		
DATE INVOICE RECEIVED:	10/09/2019		
DATE INVOICE SUBMITTED:	10/09/2019		
PAYMENT DUE DATE:	10/19/2019		
NAME OF VENDOR: (Exactly as the check should be made out; be precise, include incorporations like LLC or Corp.)	*See Attached Sheet		

APPROVED FOR PAYMENT:

Assistant Chief of Protocol

(b)(6)

10/17/19

(date)

APPROVED BY:

Executive Director of Management

(b)(6)

10/21/19

(date)

(signature)

PAID BY:

Budget Analyst

(b)(6)

10/21/2019

UNCLASSIFIED

DeControlled

(signature)

(date)

U.S. Department of State
Invoice Review Form Attachment

U.S. Foreign Policy Discussion Dinner Series with non U.S. Government Officials hosted by the Secretary of State

	Vendor	Date	Invoice No.	Time In & Out	Total Hours & Pay Rate	Amount	
1	(b)(6)	10/9/2019	100919CM1S	4:00pm - 9:00pm	5.0 hours @ \$37.00 per hour	\$185.00	
					Total:	\$185.00	
2		10/9/2019	100919YB1P	2:00pm - 9:00pm	7.0 hours @ \$27.00 per hour	\$189.00	
					Total:	\$189.00	
3		10/9/2019	100919JL1W	4:00pm - 9:00pm	5.0 hours @ \$27.00 per hour	\$135.00	
					Total:	\$135.00	
4		10/9/2019	100919JR1W	4:00pm - 9:00pm	5.0 hours @ \$27.00 per hour	\$135.00	
					Total:	\$135.00	
5		10/9/2019	100919JB1W	4:00pm - 9:00pm	5.0 hours @ \$27.00 per hour	\$135.00	
					Total:	\$135.00	
6		10/9/2019	100919LG1W	4:00pm - 9:00pm	5.0 hours @ \$27.00 per hour	\$135.00	
					Total:	\$135.00	
					Grand Total:	\$914.00	

OFFICE OF THE CHIEF OF PROTOCOL
OFFICIAL ACCOUNT
USDOS TAX I.D.#530200682

BANK OF AMERICA, NA
WASHINGTON, DC 20020
15-120/540

28941

10/22/2019

PAY TO THE
ORDER OF

(b)(6)

\$ **185.00

One Hundred Eighty-Five and 00/100 ***** DOLLARS

PROTECTED AGAINST FRAUD



(b)(6)



(b)(6)



MEMO

INV 100919CM1S SECSTATE USFPD - Waitstaff

⑈02894⑈ ⑈05400⑈ 204⑈ (b)(4)

OFFICE OF THE CHIEF OF PROTOCOL

28941

(b)(6)

10/22/2019

SECSTATE USFPD - Waitstaff

185.00

1780 - GENERAL EN INV 100919CM1S SECSTATE USFPD - Waitsta

185.00

OFFICE OF THE CHIEF OF PROTOCOL

28941

(b)(6)

10/22/2019

SECSTATE USFPD - Waitstaff

185.00

PAYMENT
RECORD

1780 - GENERAL EN INV 100919CM1S SECSTATE USFPD - Waitsta

185.00



104141

OFFICE OF THE CHIEF OF PROTOCOL
OFFICIAL ACCOUNT
USDOS TAX I.D.#530200682

BANK OF AMERICA, NA
WASHINGTON, DC 20020
15-120/540

28942

10/22/2019

PAY TO THE
ORDER OF

(b)(6)

\$ **189.00

One Hundred Eighty-Nine and 00/100***** DOLLARS

PROTECTED AGAINST FRAUD

(b)(6)

(b)(6)

MEMO

INV 100919YB1P SECSTATE USFPD - Waitstaff

⑈028942⑈ ⑈054001204⑈

(b)(4)

OFFICE OF THE CHIEF OF PROTOCOL

28942

(b)(6)

10/22/2019

SECSTATE USFPD - Waitstaff

189.00

1780 - GENERAL EN INV 100919YB1P SECSTATE USFPD - Waitstaf

189.00

OFFICE OF THE CHIEF OF PROTOCOL

28942

(b)(6)

10/22/2019

SECSTATE USFPD - Waitstaff

189.00

PAYMENT
RECORD

1780 - GENERAL EN INV 100919YB1P SECSTATE USFPD - Waitstaf

189.00



104141

OFFICE OF THE CHIEF OF PROTOCOL
OFFICIAL ACCOUNT
USDOS TAX I.D.#530200682

BANK OF AMERICA, NA
WASHINGTON, DC 20020
15-120/540

28943

10/22/2019

PAY TO THE ORDER OF (b)(6)

\$ **135.00

One Hundred Thirty-Five and 00/100 ***** DOLLARS

PROTECTED AGAINST FRAUD

(b)(6)

(b)(6)

MEMO

INV 100919JL1W SECSTATE USFPD - Working Di

⑈028943⑈ ⑆054001204⑆ (b)(4)

OFFICE OF THE CHIEF OF PROTOCOL

28943

(b)(6)

10/22/2019

SECSTATE USFPD - Working Dinner

135.00

1780 - GENERAL EN INV 100919JL1W SECSTATE USFPD - Workin

135.00

OFFICE OF THE CHIEF OF PROTOCOL

28943

(b)(6)

10/22/2019

SECSTATE USFPD - Working Dinner

135.00

PAYMENT
RECORD

1780 - GENERAL EN INV 100919JL1W SECSTATE USFPD - Workin

135.00



104141

OFFICE OF THE CHIEF OF PROTOCOL
OFFICIAL ACCOUNT
USDOS TAX I.D.#530200682

BANK OF AMERICA, NA
WASHINGTON, DC 20020
15-120/540

28944

10/22/2019

PAY TO THE ORDER OF (b)(6)

\$ **135.00

One Hundred Thirty-Five and 00/100***** DOLLARS

PROTECTED AGAINST FRAUD



(b)(6)



(b)(6)

MEMO

INV 100919JR1W SECSTATE USFPD - Working Di

⑈028944⑈ ⑆054001204⑆ (b)(4)

OFFICE OF THE CHIEF OF PROTOCOL

28944

(b)(6)

10/22/2019

SECSTATE-USFPD - Working Dinner

135.00

1780 - GENERAL EN INV 100919JR1W SECSTATE USFPD - Workin

135.00

OFFICE OF THE CHIEF OF PROTOCOL

28944

(b)(6)

10/22/2019

SECSTATE-USFPD - Working Dinner

135.00

PAYMENT
RECORD

1780 - GENERAL EN INV 100919JR1W SECSTATE USFPD - Workin

135.00



104141

OFFICE OF THE CHIEF OF PROTOCOL
OFFICIAL ACCOUNT
USDOS TAX I.D.#530200682

BANK OF AMERICA, NA
WASHINGTON, DC 20020
15-120/540

28945

10/22/2019

PAY TO THE
ORDER OF

(b)(6)

\$ **135.00

One Hundred Thirty-Five and 00/100 ***** DOLLARS

PROTECTED AGAINST FRAUD



MEMO

INV 100919JB1W SECSTATE-USFPD - Working Di

⑈028945⑈ ⑆054001204⑆

(b)(4)



(b)(6)

OFFICE OF THE CHIEF OF PROTOCOL

28945

(b)(6)

10/22/2019

SECSTATE-USFPD - Working Dinner

135.00

1780 - GENERAL EN INV 100919JB1W SECSTATE-USFPD - Workin

135.00

OFFICE OF THE CHIEF OF PROTOCOL

28945

(b)(6)

10/22/2019

SECSTATE-USFPD - Working Dinner

135.00

PAYMENT
RECORD

1780 - GENERAL EN INV 100919JB1W SECSTATE-USFPD - Workin

135.00



OFFICE OF THE CHIEF OF PROTOCOL
OFFICIAL ACCOUNT
USDOS TAX I.D.#530200682

BANK OF AMERICA, NA
WASHINGTON, DC 20020
15-120/540

28946

10/22/2019

PAY TO THE
ORDER OF

(b)(6)

\$ ***135.00

One Hundred Thirty-Five and 00/100***** DOLLARS

PROTECTED AGAINST FRAUD

(b)(6)

(b)(6)

MEMO

INV 100919LG1W SECSTATE-USFPD - Working Di

⑈028946⑈ ⑆054001204⑆

(b)(4)

OFFICE OF THE CHIEF OF PROTOCOL

28946

(b)(6)

10/22/2019

SECSTATE-USFPD - Working Dinner

135.00

1780 - GENERAL EN INV 100919LG1W SECSTATE-USFPD - Workin

135.00

OFFICE OF THE CHIEF OF PROTOCOL

28946

(b)(6)

10/22/2019

SECSTATE-USFPD - Working Dinner

135.00

PAYMENT
RECORD

1780 - GENERAL EN INV 100919LG1W SECSTATE-USFPD - Workin

135.00



104141



Office of the Chief of Protocol of the
United States of America

INVOICE REVIEW FORM

Please check the box below that pertains to your invoice:

- ☐ CHIEF OF PROTOCOL REPRESENTATIONAL FUNDS
☒ GENERAL ENTERTAINMENT
☐ OFFICIAL GIFTS
☐ OFFICIAL VISITS
☐ PRESIDENTIAL DELEGATIONS
☐ PAY USING GIFT FUNDS

STAFF CONTACT:	(b)(6)
EVENT / PURPOSE:	U.S. Foreign Policy Discussion Dinner Series with non U.S. Government Officials hosted by the Secretary of State
DATE OF SERVICE:	3/5/2019
DESCRIPTION OF SERVICE:	Purchased the necessary food/beverage items and service during the dinner
AMOUNT SPENT:	\$57.47
AMOUNT BUDGETED:	\$1,300.00
JUSTIFICATION IF OVER BUDGET:	N/A
INVOICE #:	Individual Store Receipts (Hobby Lobby \$4.22 and Fancy Sprinkles \$53.25)
DATE INVOICE RECEIVED:	3/5/2019
DATE INVOICE SUBMITTED:	3/12/2019
PAYMENT DUE DATE:	3/26/2019
NAME OF VENDOR: (Exactly as the check should be made out; be precise, include incorporations like LLC or Corp.)	(b)(6)

APPROVED FOR PAYMENT:

Assistant Chief of Protocol

(signature)

(date)

APPROVED BY:

Executive Director of Management

(signature)

(date)

APPROVED BY:

Front Office

(signature)

(date)

Packing Slip

FANCY SPRINKLES

12701 Van Nuys Blvd
Suite M
Pacoima, CA 91331



Ship To: (b)(6)
US DEPARTMENT OF STATE
(b)(6)

Order # 41554
Date 2/26/2019
User 1051109982231
Ship Date 2/26/2019

Description	Price	Qty	Ext. Price
KING CAKE - 2 Pound Bulk Bag (32 oz) (WHOLESALE PRICE!)	\$45.00	1	\$45.00
Sub Total:			\$45.00
Shipping:			\$8.25
Total:			\$53.25

MLA

HOBBY LOBBY*Super Savings, Super Selection!*

3333 Corridor Marketplace

Laurel, MD 20724

Hobby Lobby Store #453 (301) 490-2170

S-453 R-7 T-5887 PATRICIA R SALE

107500000 Cards&Party 3.98
2 @ 1.99 ea

SUBTOTAL 3.98

TAX TOTAL 0.24

TOTAL 4.22

CASH 5.00

CHANGE DUE 0.78

Number of Items Purchased: 2

Thank You. Please come again.
Become a fan on Facebook.
Return Policy on back of receipt

Visit our website at www.hobbylobby.com

0453007058870228199

2/28/19 03:47 PM

--Continued on Side 2--



Office of the Chief of Protocol of the
United States of America

INVOICE REVIEW FORM

Please check the box below that pertains to your invoice:

- ☐ CHIEF OF PROTOCOL REPRESENTATIONAL FUNDS
☒ GENERAL ENTERTAINMENT
☐ OFFICIAL GIFTS
☐ OFFICIAL VISITS
☐ PRESIDENTIAL DELEGATIONS
☐ PAY USING GIFT FUNDS

STAFF CONTACT:	(b)(6)
EVENT / PURPOSE:	U.S. Foreign Policy Discussion Dinner Series with non U.S. Government Officials hosted by the Secretary of State
DATE OF SERVICE:	3/5/2019
DESCRIPTION OF SERVICE:	Purchased the necessary food/beverage items and service during the dinner
AMOUNT SPENT:	\$809.04
AMOUNT BUDGETED:	\$1,000.00
JUSTIFICATION IF OVER BUDGET:	N/A
INVOICE #:	Individual Store Receipts (Whole Foods Market \$239.30, McArthur Beverage \$143.82, FreshDirect.com \$386.51 and Amazon.com \$39.41)
DATE INVOICE RECEIVED:	3/5/2019
DATE INVOICE SUBMITTED:	2/12/2019
PAYMENT DUE DATE:	3/26/2019
NAME OF VENDOR: (Exactly as the check should be made out; be precise, include incorporations like LLC or Corp.)	(b)(6)

APPROVED FOR PAYMENT:

Assistant Chief of Protocol

(signature)

(date)

APPROVED BY:

Executive Director of Management

(signature)

(date)

APPROVED BY:

Front Office

(signature)

(date)

Addy Bassin's
MacArthur Beverages
 Fine Wine and Spirits Since 1957

Allocation #

3

Page 1 of 1

BillTo:

(b)(6)

(b)(6)

Order Date 2/20/2019
Customer # 62583
Order # 699114
Order Type DELIVERY
Salesman Jpaez
Required Date 2/21/2019

Item #	Item Description	Status	Qty	Date	Order Qty	Unit Price	Total
47043	Disaronno Amaretto Liqueur 56 750ml				1	\$24.99	\$24.99
53568	Sazerac Rye Whiskey 90 750ml				2	\$34.99	\$69.98
55463	Absinthe Ordinaire Liqueur 92 750ml				1	\$24.99	\$24.99
68873	Port City - Optimal Wit 6pk Ale 12oz				1	\$10.49	\$10.49

Total of Item(s)	5	\$130.45
Tax		\$0.00

DeliverTo

(b)(6)

c/o US Department of State
 2201 C Street NW
 Diplomatic Receptions Rooms/ 8th Floor
 Washington, DC 20520 USA

(b)(6)

Total	\$130.45
--------------	-----------------

Paid	2/20/2019	\$143.82
Balance Due		\$0.00
Payment Type	AMEX	

4877 MacArthur Blvd. NW Washington, DC 20007
 Phone: (202) 338-1433 Fax: (202) 333-0806 E-mail wine@bassins.com
 www.bassins.com

WHOLE FOODS[®] MARKET

H Street HST
600 H Street NE
Washington, DC 20002
202-469-7410

BYO Bag MA			
STAHL OG BLCK EYD PEA			
2	@	\$4.49 ea	\$8.98 F
OG ROSEMARY			
2	@	\$2.99 ea	\$5.98 F
365 L OG BRWN EGG			
2	@	\$3.99 ea	\$7.98 F
PROD SHISHITO PPR PK			\$4.99 F
OKRA 12OZ			
2	@	\$3.99 ea	\$7.98 F
CV BABY CUCUMBER			\$2.99 F
CV LEMON LIME BAG			\$4.99 F
AURP PUB SPICY BLEND			
2	@	\$5.99 ea	\$11.98 F
OLIVE BAR			
0.94 lb	@	\$10.99 /lb	\$10.33 FT
Tare Weight 0.08 lb			
MTICA PICAQUICOS			
0.36 lb	@	\$8.99 /lb	\$3.24 F
MTICA CORN NUTS			
0.28 lb	@	\$8.99 /lb	\$2.52 F
MTICA CORN NUTS			
0.34 lb	@	\$8.99 /lb	\$3.06 F
MTICA PICAQUICOS			
0.34 lb	@	\$8.99 /lb	\$3.06 F
WFM ITALIAN WTR SGL			\$0.79 F
RLND FR DJON MUSTARD			\$2.97 F
FRN CHILI POWDER			\$4.19 F
MNTMEX CHILE SALT			\$4.79 F
RKYMTN SWT CAJUN TRL MIX			
2	@	\$7.99 ea	\$15.98 F
RWK OG LS VEGGIE JC			\$4.19 F
SFRNRD CHIPOTLE CHCKP			
2	@ 2 for	\$6.00	\$6.00 F
MTICA REGGIANO 24 M			
0.52 lb	@	\$19.99 /lb	\$10.39 F
SALAD BAR			
2.06 lb	@	\$8.99 /lb	\$18.52 FT
Tare Weight 0.12 lb			
MRG OG DICED TOMATOES			\$2.79 F
WLSHR TASSO HAM			
1.77 lb	@	\$8.99 /lb	\$15.91 F
MRG OG FR RSTD TOMATO			\$3.19 F
AMORE TOMATO PASTE			\$3.19 F
TAZO TEA PASSION			
2	@ 2 for	\$7.00	\$7.00 F
TABSC TABSC PPR SAUCE			
6	@	\$2.19 ea	\$13.14 F
FRIENDLY SMILEN			\$4.99 F
SELECTION			\$4.99 F
OG GREEN SMILEN			

OG WTL ORNGAL BELL PEPPER			
1.18 lb	@	\$4.99 /lb	\$5.89 F
Tare Weight 0.01 lb			
POBLANO PEPPER			
0.85 lb	@	\$3.99 /lb	\$3.39 F
Tare Weight 0.01 lb			
OG BABY BROCCOLI			\$2.99 F
OG CILANTRO BUNCH			\$2.49 F
OG MINNEOLA TANGELO			
4	@ 4 for	\$5.00	\$5.00 F
OG YELLOW STRGHTNECK SQSH			
1.17 lb	@	\$2.99 /lb	\$3.50 F
Tare Weight 0.01 lb			
POBLANO PEPPER			
0.63 lb	@	\$3.99 /lb	\$2.51 F
Tare Weight 0.01 lb			
OG WTL RED BELL PEPPER			
1.49 lb	@	\$4.99 /lb	\$7.44 F
Tare Weight 0.01 lb			
**PRIME MEMBER DEAL			-\$5.34
SGPS BRD CIABATTA BAGT			\$2.49 F
OG RUSTIC BAGUETTE			\$2.69 F
**PRIME 10% OFF			-\$2.05
BAG REFUND			
3 EACH			

Subtotal: \$243.96

Net Sales: \$236.42

Sales Tax 10.00% \$2.88

Total: \$239.30

Sold Items: 62

Paid:

American Express \$239.30

Purchase \$ 239.30

American Express #XXXXXXXXXX (b)(6)

Auth # 822004

Lane # 207 Cashier # 2075091

03/04/19 08:53 Ref/Seq # 207449

EPS Sequence # 207449

Entry Method 8810

(b)(6)

From: FreshDirect <service@freshdirect.com>
Sent: Sunday, March 3, 2019 5:18 AM
To: (b)(6)
Subject: Your FreshDirect order is in the works! Here's your receipt



Dear (b)(6)

We're busy picking and packing your order (#17261563373), and it's looking fresh and delicious. It will be delivered between **07:00 PM and 09:00 PM on Sunday, March 03, 2019.**

Your final order amount is **\$343.24**. [Click here](#) to view your order details.

Remember that shopping your favorites is fast and easy with [Reorder](#). You can also create custom [shopping lists](#) to make getting your go-to groceries a piece of cake.

Thanks for your shopping. Come back again soon!

FreshDirect Customer Service Group

Give \$25, Get \$25

TELL YOUR FRIENDS ➔



ORDER INFORMATION for ORDER NUMBER 17261563373

TIME

Sunday, March 03, 2019
07:00 PM - 09:00 PM

ORDER TOTAL

\$343.24

ADDRESS

(b)(6)

PAYPAL

(b)(6)

PTPL # XXXXXXXXXX (b)(6)

Phone: (b)(6)

ALTERNATE DELIVERY

No Delivery Setting

FRESHDIRECT TIPPING POLICY

You are under no obligation to tip but have the option of providing a tip if you feel that you've received exceptional service. FreshDirect delivery personnel are not permitted to solicit tips under any circumstances. The delivery fee is not a gratuity for any FreshDirect employee who delivers or is otherwise involved with the delivery of your order and will not be given to any such employee as a gratuity.

Quantity Ordered/Delivered		Final Weight	Unit Price	Options Price	Final Price
1.0/1 lb	Cheese Shop Old Chatham Hudson Valley Ewe's Blue	1.00 lb	(\$29.99/lb)		\$29.99
3/3	Dairy Aidells All Natural Smoked Pork Sausage, Cajun Style Andouille (Fully Cooked) - (12oz)		(\$7.99/ea)		\$23.97
2/2	Meals FreshDirect Frozen Parmesan Straws with Roasted Garlic - (12ct)		(\$9.99/ea)		\$19.98
22/23.97	Meat Local Angus RWA Filet Mignon - (Thin, about 5oz, Standard Pack)	7.49 lb	(\$29.99/lb)		\$224.63
1/1	Pantry Just FreshDirect Raw Pecans - (11oz)		(\$14.99/ea)		\$14.99
2/2.2	Vegetables Belgian Endive	0.66 lb	(\$3.99/lb)		\$2.63
4/4	Fresh Peeled Shallot - (approx. 8oz)		(\$4.99/ea)		\$19.96
2/2	Haricots Verts - (approx. 1lb)		(\$5.99/ea)		\$11.98
2/2	Radicchio - (head)		(\$3.99/ea)		\$7.98
4/4	Radicle Farm Spicy Heirloom Mix - (4oz)		(\$3.50/ea)		\$14.00

Subtotal: **\$370.11**Tax: **\$0.00**State Bottle Deposit: **\$0.00**10% off your second order of \$99 or more: **-\$35.14**Delivery Fee: **\$7.99**Fuel Surcharge: **\$0.28****ORDER TOTAL: \$343.24****T = Taxable Item****S = Special Price****D = State Bottle Deposit**

NOTE: If this email does not print out clearly, please go to https://www.freshdirect.com/your_account/order_details.jsp?orderId=17261563373 for a printer-friendly version of your order details.

[Go to FreshDirect](#) | [Contact Us](#) | [Check or Change an Order](#) | [Frequently Asked Questions](#)

FreshDirect, LLC. 2 St Ann's Ave Bronx, NY 10454



© 2002 - 2019 Fresh Direct, LLC. All Rights Reserved.

[MENU](#)**March 4, 2019**Fresh Direct LLC
Automatic Payment

- \$343.24

Paid withAMEX (b)(6)You'll see "PAYPAL *FRESHDIRECT" on your card
statement.

on March 2, 2019

Category

Online Services

Transaction ID

67P63375MB097025B

Seller info

Fresh Direct LLC

<https://www.freshdirect.com>**Invoice ID**

17261563373X1

Purchase details

Purchase amount \$386.20

Total**\$343.24****Need help?**If there's a problem, make sure to contact the seller through PayPal by **August 31, 2019**.[HELP](#) [CONTACT US](#) [SECURITY](#) [FEES](#)

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[Privacy](#) [Legal](#) [Policy updates](#)

(b)(6)

From: FreshDirect <service@freshdirect.com>
Sent: Friday, February 15, 2019 12:17 AM
To: (b)(6)
Subject: Your FreshDirect order is in the works! Here's your receipt



Dear (b)(6),

We're busy picking and packing your order (#17244695007), and it's looking fresh and delicious. It will be delivered between **10:00 AM and 12:00 PM on Friday, February 15, 2019.**

Your final order amount is **\$43.27**. [Click here](#) to view your order details.

Remember that shopping your favorites is fast and easy with [Reorder](#). You can also create custom [shopping lists](#) to make getting your go-to groceries a piece of cake.

Thanks for your shopping. Come back again soon!

FreshDirect Customer Service Group

Give \$25, Get \$25

TELL YOUR FRIENDS →



ORDER INFORMATION for ORDER NUMBER 17244695007

TIME

Friday, February 15, 2019
10:00 AM - 12:00 PM

ORDER TOTAL

\$43.27

ADDRESS

(b)(6)

PAYPAL

(b)(6)

PYPL # XXXXXXXXXXXXX (b)(6)

Phone: (b)(6)

ALTERNATE DELIVERY

No Delivery Setting

DELIVERY INSTRUCTIONS

Security camera will automatically alert me to your arrival. If nobody answers please leave the package at the door.

FRESHDIRECT TIPPING POLICY

You are under no obligation to tip but have the option of providing a tip if you feel that you've received exceptional service. FreshDirect delivery personnel are not permitted to solicit tips under any circumstances. The delivery fee is not a gratuity for any FreshDirect employee who delivers or is otherwise involved with the delivery of your order and will not be given to any such employee as a gratuity.

Quantity Ordered/Delivered		Final Weight	Unit Price	Options Price	Final Price
	Vegetables				
16/16	Little Gem Lettuce		(\$1.75/ea)		\$28.00 S
2/2	Radicle Farm Spicy Heirloom Mix - (4oz)		(\$3.50/ea)		\$7.00
					Subtotal: \$35.00
					Tax: \$0.00
					State Bottle Deposit: \$0.00
					Delivery Fee: \$7.99
					Fuel Surcharge: \$0.28
					ORDER TOTAL: \$43.27
					T = Taxable Item
					S = Special Price
					D = State Bottle Deposit

NOTE: If this email does not print out clearly, please go to
https://www.freshdirect.com/your_account/order_details.jsp?orderId=17244695007 for a
 printer-friendly version of your order details.

[Go to FreshDirect](#) | [Contact Us](#) | [Check or Change an Order](#) | [Frequently Asked Questions](#)

FreshDirect, LLC. 2 St Ann's Ave Bronx, NY 10454



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Order # 17244695007

Status: Submitted

DELIVERY INFO

Time:

FRI 02/15/19
10 am - noon

Address:

(b)(6)

Phone: (b)(6)

Alt Contact: Ext.

Special delivery instructions:

Security camera will automatically alert me to your arrival. If nobody answers please leave the package at the door.

PAYMENT INFO

Order Total:

\$43.27*



(b)(6)

16	Vegetables			
	Little Gem Lettuce	\$1.75/ea	\$28.00	S
2	Radicle Farm Spicy Hairfoam Mix (4oz)	\$3.50/ea	\$7.00	S
	Group Discount (You Saved \$0.98) See details			

Subtotal: \$35.00

Order Subtotal: \$35.00

Delivery Fee: \$7.99

Fuel Surcharge: \$0.28

Optional Tip: \$0.00

ORDER TOTAL: \$43.27

T = Taxable Item

S = Special Price

D = State Bottle Deposit

**Final Details for Order #111-1069114-1769046**Print this page for your records.**Order Placed:** February 27, 2019**Amazon.com order number:** 111-1069114-1769046**Order Total: \$39.41****Shipped on February 28, 2019****Items Ordered****1 of: Bitters "Triple Play" Variety 3-Pack: Angostura, Peychauds and Regans****Price****\$30.99**Sold by: Art Lobby ([seller profile](#))

Condition: New

Shipping Address:

(b)(6)

Item(s) Subtotal: \$30.99

Shipping & Handling: \$0.00

Total before tax: \$30.99

Sales Tax: \$0.00

Total for This Shipment: \$30.99

Shipping Speed:

Two-Day Shipping

Shipped on February 27, 2019**Items Ordered****1 of: Zatarains Seasoning Mustard Creole (2 Pack)****Price****\$8.42**Sold by: Zulera ([seller profile](#))

Condition: New

Shipping Address:

(b)(6)

Item(s) Subtotal: \$8.42

Shipping & Handling: \$0.00

Total before tax: \$8.42

Sales Tax: \$0.00

Total for This Shipment: \$8.42

Shipping Speed:

Two-Day Shipping

Payment information**Payment Method:**

American Express | Last digits: (b)(6)

Item(s) Subtotal: \$39.41

Shipping & Handling: \$0.00

Total before tax: \$39.41

Estimated tax to be collected: \$0.00

Grand Total: \$39.41**Billing address**

(b)(6)

Credit Card transactions

American Express ending in (b)(6) February 28, 2019: \$39.41



Office of the Chief of Protocol of the
United States of America

INVOICE REVIEW FORM

Please check the box below that pertains to your invoice:

- ☐ CHIEF OF PROTOCOL REPRESENTATIONAL FUNDS (Include #of Guests)
☒ GENERAL ENTERTAINMENT
☐ OFFICIAL GIFTS
☐ OFFICIAL VISITS
☐ PRESIDENTIAL DELEGATIONS
☐ PAY USING GIFT FUNDS

STAFF CONTACT:	(b)(6)		
EVENT / PURPOSE:	U.S. Foreign Policy Discussion Dinner Series with non U.S. Government Officials hosted by the Secretary of State		
DATE OF SERVICE:	06/10/2019		
DESCRIPTION OF SERVICE:	Assisted with prepping the crystal glassware, china & linens, the setting/moving of all tables and chairs, the serving of any/all food or beverages and the cleaning & storage of all used materials at the conclusion of the event	Number of Guests:	18
AMOUNT SPENT:	\$986.50		
AMOUNT BUDGETED:	\$1,000.00		
JUSTIFICATION IF OVER BUDGET:	N/A		
INVOICE #:	*See Attached Sheet		
DATE INVOICE RECEIVED:	06/10/2019		
DATE INVOICE SUBMITTED:	06/13/2019		
PAYMENT DUE DATE:	06/27/2019		
NAME OF VENDOR: (Exactly as the check should be made out; be precise, include incorporations like LLC or Corp.)	*See Attached Sheet		

APPROVED FOR PAYMENT:

Assistant Chief of Protocol

(signature)

(date)

APPROVED BY:

Executive Director of Management

(signature)

(date)

PAID BY:

Budget Analyst

(signature)

(date)

[illegible]

U.S. Department of State
Invoice Review Form Attachment

From: (b)(6)
To: (b)(6)
Subject: GE Pending Invoices
Date: Mon, 16 Dec 2019 22:55:27 +0000

Hello Ceremonials,

I am re-forwarding the attached invoices for your review and approval. Thanks!



(b)(6)

Budget Analyst
Office of the Chief of Protocol (S/CPR/M)
HST, Room 1238

(b)(6)

[Stay connected with Protocol:](#)



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Sender: (b)(6)
Recipient: (b)(6)
(b)(6) (b)(6)

From: (b)(6)
To: (b)(6)
Subject: GIFTS
Date: Thu, 30 Aug 2018 20:07:53 +0000

Hi (b)(6),

Here is the spreadsheet. Quickbooks includes all gifts expenditures for this FY18 (Oct 1 to present); INV Ledger only includes last quarter and this quarter. Let me know if you have any additional question.



(b)(6)

Budget Analyst
Office of the Chief of Protocol (S/CPR/A)
HST, Room 1238

(b)(6)

Official **DeControlled**
UNCLASSIFIED

Sender: (b)(6)
Recipient: (b)(6)

3:29 PM
08/15/18
Accrual BasisK FUND
Custom Transaction Detail Report
April 1 through August 15, 2018

-118,452.95

	Type	Date	Num	Name	Memo	Amount
1782 OFFICIAL GIFTS	Check	10/02/2017	26563	U.S. DEPARTMENT OF STATE	Return of FY2017 Gift Funds	-6.66
1782 OFFICIAL GIFTS	Check	10/19/2017	26592	(b)(6)	Reimburse/WH Back Packs, WH Chef Kit.	-99.88
1782 OFFICIAL GIFTS	Check	10/19/2017	26593	(b)(6)	Reimburse/Glass Bowl/POTUS Gift-PM Thailand	-395.00
1782 OFFICIAL GIFTS	Check	10/19/2017	26594	(b)(6)	Reimburse/38-Star Flag Waver/POTUS Gift/PM	-2,125.00
1782 OFFICIAL GIFTS	Check	10/19/2017	26595	CAPITAL GIFTS AND AWARDS, INC.	Inv#K00588 (25) SS Anchor Cufflinks	-2,375.00
1782 OFFICIAL GIFTS	Check	10/19/2017	26596	Keith Lipert Gallery	Inv#SD017 (5) Oval Bowls	-2,750.00
1782 OFFICIAL GIFTS	Check	10/19/2017	26597	Really Big Coloring Books, Inc.	Inv#20437 (18) Graphic redesign of coloring boc	-540.00
1782 OFFICIAL GIFTS	Check	10/19/2017	26598	Baker	Inv#1005771YAA (1) Tenley Small Jar	-357.73
1782 OFFICIAL GIFTS	Check	10/19/2017	26599	The Great Republic	Inv#StateDept/10.1-2017 (6) Red Letter PENS	-7,500.00
1782 OFFICIAL GIFTS	Check	10/19/2017	26600	The Great Republic	Inv#10062017-#2 (3) Child Flag Waivers fr 1875	-1,800.00
1782 OFFICIAL GIFTS	Check	10/19/2017	26601	Book Arts Conservatory	Inv#173611 Leather Presentation Case	-350.00
1782 OFFICIAL GIFTS	Check	10/19/2017	26602	Book Arts Conservatory	Inv#173616 Leather Presentation Case	-500.00
1782 OFFICIAL GIFTS	Check	10/19/2017	26603	Book Arts Conservatory	Inv#173620 Leather Presentation Case	-1,000.00
1782 OFFICIAL GIFTS	Check	10/19/2017	26604	Book Arts Conservatory	Inv#173623A Presentation Case/PM Spain	-700.00
1782 OFFICIAL GIFTS	Check	10/19/2017	26605	Book Arts Conservatory	Inv#173624A Presentation Folio/PM Spain	-850.00
1782 OFFICIAL GIFTS	Check	10/19/2017	26606	Book Arts Conservatory	Inv#173631A Leather Presentation Case/PM Th	-900.00
1782 OFFICIAL GIFTS	Check	10/19/2017	26607	Book Arts Conservatory	Inv#173632A Gold Gift Wrapped Box/Thai PM	-200.00
1782 OFFICIAL GIFTS	Check	10/19/2017	26608	Book Arts Conservatory	Inv#173633A Presentation Case/Gift Inventory	-450.00
1782 OFFICIAL GIFTS	Check	10/19/2017	26609	Book Arts Conservatory	Inv#173634A Presentation Case/PM Thailand	-550.00
1782 OFFICIAL GIFTS	Check	10/19/2017	26610	Book Arts Conservatory	Inv#173640 Refurbished B/S Leather Pres Case	-450.00
1782 OFFICIAL GIFTS	Check	10/19/2017	26611	Book Arts Conservatory	Inv#173641 Gold Gift Wrapped Box/Inventory	-200.00
1782 OFFICIAL GIFTS	Check	10/19/2017	26612	Book Arts Conservatory	Inv#173642 White Gift Wrapped Box/Inscription	-350.00
1782 OFFICIAL GIFTS	Check	10/25/2017	26620	Pickard, Inc.	Inv#95 (8) TeaCups, (6) Saucers, (1) Sugar Bow	-664.00
1782 OFFICIAL GIFTS	Check	10/25/2017	26621	Book Arts Conservatory	Inv#173644 LeatherPresentationCase/Singapore	-250.00
1782 OFFICIAL GIFTS	Check	10/25/2017	26622	Book Arts Conservatory	Inv#173645 Leather Presentation Case	-850.00
1782 OFFICIAL GIFTS	Check	10/25/2017	26623	Book Arts Conservatory	Inv#173646 Leather Presentation Case	-900.00
1782 OFFICIAL GIFTS	Check	10/25/2017	26624	Book Arts Conservatory	Inv#173647 Leather Presentation Case	-850.00
1782 OFFICIAL GIFTS	Check	10/25/2017	26625	Book Arts Conservatory	Inv#173648 Leather Presentation Case	-850.00
1782 OFFICIAL GIFTS	Check	10/25/2017	26626	Book Arts Conservatory	Inv#173649 Leather Presentation Case	-850.00
1782 OFFICIAL GIFTS	Check	10/25/2017	26627	Book Arts Conservatory	Inv#173650 Leather Presentation Case	-800.00
1782 OFFICIAL GIFTS	Check	10/25/2017	26628	Book Arts Conservatory	Inv#173651 Leather Presentation Case	-800.00
1782 OFFICIAL GIFTS	Check	10/25/2017	26629	Book Arts Conservatory	Inv#173652 Leather Presentation Case	-850.00
1782 OFFICIAL GIFTS	Check	10/25/2017	26630	Book Arts Conservatory	Inv#173653 Leather Presentation Case	-850.00
1782 OFFICIAL GIFTS	Check	10/26/2017	26631	CAPITAL GIFTS AND AWARDS, INC.	Inv#K00475 (5) Bowls (Lt Amber)(2) Amber Fri	-945.00
1782 OFFICIAL GIFTS	Check	11/20/2017	26669	Book Arts Conservatory	Inv#173654 Clamshell/POTUS Gift/Pres of Chin	-750.00
1782 OFFICIAL GIFTS	Check	11/20/2017	26670	Book Arts Conservatory	Inv#173655 Leather Presentation Case/Pres So	-450.00
1782 OFFICIAL GIFTS	Check	11/20/2017	26671	Book Arts Conservatory	Inv#173656 Gold wrapped Gift Box	-200.00
1782 OFFICIAL GIFTS	Check	11/20/2017	26672	Book Arts Conservatory	Inv#173657 Custom Box/Pres of Vietnam	-300.00
1782 OFFICIAL GIFTS	Check	11/20/2017	26673	Book Arts Conservatory	Inv#173658 Friendship flags stationery	-100.00
1782 OFFICIAL GIFTS	Check	11/20/2017	26674	Book Arts Conservatory	Inv#173659 Leather Presentation Box	-800.00
1782 OFFICIAL GIFTS	Check	11/20/2017	26675	Book Arts Conservatory	Inv#173660 Custom chest w/compartments	-900.00
1782 OFFICIAL GIFTS	Check	11/20/2017	26676	Book Arts Conservatory	Inv#173661 Custom Album/Clamshell Box	-1,800.00
1782 OFFICIAL GIFTS	Check	11/21/2017	26679	White House Historical Association	Inv#WH-1726 (30) Black Journals	-2,750.00
1782 OFFICIAL GIFTS	Check	11/21/2017	26680	The Great Republic	Inv#11202017-#3 Vortic Landcaster Watch	-1,800.00
1782 OFFICIAL GIFTS	Check	11/21/2017	26681	The Great Republic	Inv#1120217-#4 Book-"Old Man and the Sea"	-2,000.00
1782 OFFICIAL GIFTS	Check	11/21/2017	26682	The Great Republic	Inv#10062017-#2 WJ signed 1927 1st Day Cov	-2,180.00
1782 OFFICIAL GIFTS	Check	11/27/2017	26685	Keith Lipert Gallery	Inv#SD016 (5) Stars Art Glass Vases,	-6,650.00
1782 OFFICIAL GIFTS	Check	11/30/2017	26689	Ann Hand, LLC	Inv#3349 (8) SS Cufflinks (11) Brass Cufflinks	-2,400.00
1782 OFFICIAL GIFTS	Check	12/05/2017	26722	Book Arts Conservatory	Inv#173675 Custom Presentation Folio	-750.00
1782 OFFICIAL GIFTS	Check	12/05/2017	26723	The Great Republic	Inv#StateDept-11292017-#5 -GW Humidor	-500.00
1782 OFFICIAL GIFTS	Check	12/06/2017	26732	Stuffington Bear Factory, LLC	(30) Made in the USA Eagles/FLOTUS Gift Inv	-538.50
1782 OFFICIAL GIFTS	Check	12/06/2017	26733	Sam and Nan	Inv#210609 (15) Art Therapy Charm Bracelets	-257.22
1782 OFFICIAL GIFTS	Check	12/07/2017	26769	Sam and Nan	Inv#201610 (15) Art Therapy Charm Bracelets	-246.44
1782 OFFICIAL GIFTS	Check	12/11/2017	26771	VOIDED	VOIDED	
1782 OFFICIAL GIFTS	Check	12/11/2017	26772	(b)(6)	Reimburse/Book-"A White House of Stone"	-52.82
1782 OFFICIAL GIFTS	Check	12/18/2017	26774	Keith Lipert Gallery	Inv#SD019 (25) Journals w/VP Sig/Seal	-2,082.50
1782 OFFICIAL GIFTS	Check	01/08/2018	26868	Keith Lipert Gallery	Inv#SD020 Dove Bronze Sculpture	-1,750.00
1782 OFFICIAL GIFTS	Check	01/08/2018	26869	White House Historical Association	Inv#WH-1769 (3) Books-The President's House	-152.88
1782 OFFICIAL GIFTS	Check	01/10/2018	26897	Simon Pearce (US), Inc.	Inv#SINV00379947 (4) Nanfuket Hurricanes	-606.00
1782 OFFICIAL GIFTS	Check	01/18/2018	26932	Keith Lipert Gallery	Inv#SD021 Leather-bound gold Golf Book	-215.00
1782 OFFICIAL GIFTS	Check	01/24/2018	26935	Book Arts Conservatory	Inv#173681 Inscription/Gift Box/PDel to Liberia	-100.00
1782 OFFICIAL GIFTS	Check	01/24/2018	26936	TIFFANY & CO	Inv#326410 (50) Rd Key Tags	-6,840.00
1782 OFFICIAL GIFTS	Check	01/24/2018	26940	(b)(6)	Reimburse(14) Tulip Poplar Twist Pens/Invenio	-1,215.31
1782 OFFICIAL GIFTS	Check	01/31/2018	26947	Simon Pearce (US), Inc.	Inv#SINV00407143 (25)Glass Globe Spheres	-3,712.50
1782 OFFICIAL GIFTS	Check	01/31/2018	26948	Keith Lipert Gallery	Inv#SD022 (100) Garland Pens w POTUS Seal	-2,190.00
1782 OFFICIAL GIFTS	Check	01/31/2018	26949	Hammerstone Group	Inv#2018-0019 (504) Golf Balls w/Boxes	-5,640.00
1782 OFFICIAL GIFTS	Check	02/13/2018	26993	(b)(6)	Reimburse/BF Autobiography set/POTUS Gift	-639.00
1782 OFFICIAL GIFTS	Check	02/23/2018	26999	(b)(6)	Reimburse/Stellarvue Telescope System/POTU	-1,764.60
1782 OFFICIAL GIFTS	Check	02/27/2018	27003	CAPITAL GIFTS AND AWARDS, INC.	Inv#K00797 (103) Rd Navy Blue Bookmarks	-2,726.50
1782 OFFICIAL GIFTS	Check	03/05/2018	27018	White House Historical Association	Inv#WH-1803 (50) Pewter Scalloped Trays	-2,750.00
1782 OFFICIAL GIFTS	Check	03/05/2018	27019	White House Historical Association	Inv#WH-1804 (5) Decoupage Boxes	-956.25
1782 OFFICIAL GIFTS	Check	03/05/2018	27020	Keith Lipert Gallery	Inv#SD025 (100) Lapel pins; (50) Cufflinks	-4,500.00
1782 OFFICIAL GIFTS	Check	03/05/2018	27021	Keith Lipert Gallery	Inv#SD023 (50) Leather Journals w POTUS s/s	-3,975.00
1782 OFFICIAL GIFTS	Check	03/05/2018	27022	Keith Lipert Gallery	Inv#SD024 (100) Garland Pens w VP Sig/Seal	-2,015.00
1782 OFFICIAL GIFTS	Check	03/13/2018	27039	Book Arts Conservatory	Inv#173682 Leather Archival Folio	-850.00
1782 OFFICIAL GIFTS	Check	03/13/2018	27040	TIFFANY & CO	Inv#335076 12" Pewter Tray	-193.50
1782 OFFICIAL GIFTS	Check	03/13/2018	27041	(b)(6)	Reimburse/Book/Jewel of Light Gift Inventory	-28.50
1782 OFFICIAL GIFTS	Check	04/13/2018	27112	Hammerstone Group	INV 2018-0016 Olympic Coins	-14,922.50
1782 OFFICIAL GIFTS	Check	04/13/2018	27113	(b)(6)	INV 0003 POTUS gift for Colombia Trip	-330.00

3:29 PM
08/15/18
Accrual BasisK FUND
Custom Transaction Detail Report
April 1 through August 15, 2018

	Type	Date	Num	Name	Memo	Amount
1782 OFFICIAL GIFTS	Check	04/29/2018	27116	Book Arts Conservatory	INV173687-Replace Inscriptions	-975.00
1782 OFFICIAL GIFTS	Check	04/29/2018	27117	Book Arts Conservatory	INV173688-VPOTUS Gift Box for Colombia	-150.00
1782 OFFICIAL GIFTS	Check	04/29/2018	27118	Book Arts Conservatory	INV173689-POTUS Gift for Peru	-150.00
1782 OFFICIAL GIFTS	Check	04/29/2018	27119	Book Arts Conservatory	INV173693-SOSOTUS Retrofits	-800.00
1782 OFFICIAL GIFTS	Check	04/29/2018	27120	Book Arts Conservatory	INV173692 - VPOTUS Gift to Pres. of Peru	-850.00
1782 OFFICIAL GIFTS	Check	04/29/2018	27121	Kokomo Opalescent Glass	INV213897 - Specialty Bowl	-536.94
1782 OFFICIAL GIFTS	Check	04/29/2018	27122	The White House Historical Association	INV-WH1821 - Ann Hand Cuff Links	-165.00
1782 OFFICIAL GIFTS	Check	05/19/2018	27184	Book Arts Conservatory	INV173700-VPOTUS Inv	-3,990.00
1782 OFFICIAL GIFTS	Check	05/19/2018	27185	Book Arts Conservatory	INV173691-POTUS PM Japan gift	-850.00
1782 OFFICIAL GIFTS	Check	05/19/2018	27186	Book Arts Conservatory	INV173695-POTUS gift French State Visit	-1,380.00
1782 OFFICIAL GIFTS	Check	05/19/2018	27187	Book Arts Conservatory	INV173697-POTUS gift French State Visit	-195.00
1782 OFFICIAL GIFTS	Check	05/19/2018	27188	Ann Hand, LLC	INV36828-POTUS gift to PM Japan	-245.00
1782 OFFICIAL GIFTS	Check	05/19/2018	27189	Ann Hand, LLC	INV100- POTUS Pdel gift	-1,200.00
1782 OFFICIAL GIFTS	Check	05/19/2018	27190	TIFFANY & CO	INV1365700	-2,058.50
1782 OFFICIAL GIFTS	Check	05/19/2018	27191	TIFFANY & CO	INV 514201	-1,561.00
1782 OFFICIAL GIFTS	Check	05/19/2018	27192	TIFFANY & CO	INV 511690	-1,365.00
1782 OFFICIAL GIFTS	Check	05/19/2018	27193	TIFFANY & CO	INV 511686	-350.00
1782 OFFICIAL GIFTS	Check	05/19/2018	27194	Georgetown Frame Shoppe, Inc.	Custom Frame of Material	-595.00
1782 OFFICIAL GIFTS	Check	05/19/2018	27195	The Shops at Mount Vernon	INV 5,20418 Red Oak Pens	-1,260.00
1782 OFFICIAL GIFTS	Check	05/19/2018	27196	The Great Republic	INV 04042018#1 - FLOTUS gift to Mrs. Abe	-1,750.00
1782 OFFICIAL GIFTS	Check	05/19/2018	27197	Arnold Engravers & Corp. Gifts	INV 48526	-40.00
1782 OFFICIAL GIFTS	Check	05/29/2018	27262	Book Arts Conservatory	INV173704 - PDEL gift boxes	-3,400.00
1782 OFFICIAL GIFTS	Check	05/29/2018	27263	Book Arts Conservatory	INV173698 - French State Visit POTUS present	-700.00
1782 OFFICIAL GIFTS	Check	05/29/2018	27264	Book Arts Conservatory	INV173706 - French State Visit POTUS box for I	-300.00
1782 OFFICIAL GIFTS	Check	05/29/2018	27265	Georgetown Frame Shoppe, Inc.	POTUS frame for ROK bilat	-2,480.00
1782 OFFICIAL GIFTS	Check	05/29/2018	27266	Arnold Engravers & Corp. Gifts	INV48792 - POTUS plaque for gift	-35.00
1782 OFFICIAL GIFTS	Check	06/14/2018	27285	Items of Value, Inc.	Sec Tillerson/Sec Pompeo - Gifts Appraisal	-1,020.00
1782 OFFICIAL GIFTS	Check	06/14/2018	27287	Georgetown Frame Shoppe, Inc.	Singapore Gift - Framing	-200.00
1782 OFFICIAL GIFTS	Check	06/14/2018	27288	Georgetown Frame Shoppe, Inc.	Dem People's Republic of Korea - Gift Framing	-100.00
1782 OFFICIAL GIFTS	Check	06/14/2018	27289	The Great Republic	POTUS to Japan - Official Gift	-156.00
1782 OFFICIAL GIFTS	Check	06/14/2018	27290	The Great Republic	POTUS Gift to Nigeria - Military Book Set	-2,065.00
1782 OFFICIAL GIFTS	Check	06/14/2018	27291	CAPITAL GIFTS AND AWARDS, INC.	SECSTATE Inventory - Simon Pearce Lyre Vase	-818.55
1782 OFFICIAL GIFTS	Check	06/14/2018	27292	Book Arts Conservatory	SECSTATE Change of Inventory - Inscriptions	-1,575.00
1782 OFFICIAL GIFTS	Check	06/14/2018	27293	Keith Lipert Gallery	Singapore Summit - Commemorative Pweights	-1,625.00
1782 OFFICIAL GIFTS	Check	06/27/2018	27307	Keith Lipert Gallery	SECSTATE Inventory - Lipert -SD027	-850.00
1782 OFFICIAL GIFTS	Check	06/27/2018	27308	Cunningham Classics, LLC	POTUS Gift-Japan-Inv2534	-110.00
1782 OFFICIAL GIFTS	Check	06/27/2018	27309	(b)(6)	POTUS Gift to King of Spain - Inv979513	-562.50
1782 OFFICIAL GIFTS	Check	06/27/2018	27310	Cunningham Classics, LLC	POTUS Inventory - Cunningham Baseballs Inv25	-8,050.00
1782 OFFICIAL GIFTS	Check	06/27/2018	27311	Book Arts Conservatory	POTUS-Canada PM-Inv173714	-800.00
1782 OFFICIAL GIFTS	Check	06/27/2018	27312	Book Arts Conservatory	POTUS Gift-King of Spain-Inv173716	-1,750.00
1782 OFFICIAL GIFTS	Check	06/27/2018	27313	Book Arts Conservatory	POTUS Gift Box for DRPK-Inv 173713	-200.00
1782 OFFICIAL GIFTS	Check	06/27/2018	27314	Book Arts Conservatory	POTUS Gift Pres. Case to Japan Inv173712	-1,575.00
1782 OFFICIAL GIFTS	Check	06/27/2018	27315	CAPITAL GIFTS AND AWARDS, INC.	SECSTATE Gift to King of Jordan-InvK01097	-1,325.00
1782 OFFICIAL GIFTS	Check	06/27/2018	27316	Book Arts Conservatory	OCONUS VPOTUS to S. America-Inv173717	-1,050.00
1782 OFFICIAL GIFTS	Check	06/27/2018	27317	Book Arts Conservatory	FLOTUS Gift to Queen of Spain-Inv 173715	-1,400.00
1782 OFFICIAL GIFTS	Check	06/27/2018	27318	CAPITAL GIFTS AND AWARDS, INC.	VPOTUS Gift to King of Jordan-InvK01098	-1,500.00
1782 OFFICIAL GIFTS	Check	06/29/2018	27333	Oyster Bamboo Fly Rods	UK Visit - Oyster Bamboo Fly Rod	-2,500.00
1782 OFFICIAL GIFTS	Check	07/03/2018	27338	Book Arts Conservatory	POTUS-Gift Box for French State Visit	-250.00
1782 OFFICIAL GIFTS	Check	07/03/2018	27339	Book Arts Conservatory	POTUS Gift - Germany - Leather Presentation	-800.00
1782 OFFICIAL GIFTS	Check	07/03/2018	27340	Book Arts Conservatory	SECSTATE Gift Inventory - Monticello Bowl	-150.00
1782 OFFICIAL GIFTS	Check	07/03/2018	27341	Really Big Coloring Books, Inc.	VPOTUS Gift Inv - Themed Children's Coloring I	-3,894.00
1782 OFFICIAL GIFTS	Check	07/03/2018	27342	Keith Lipert Gallery	FLOTUS Gift Inv - 5 Pewter Tea Set	-5,557.50
1782 OFFICIAL GIFTS	Check	07/11/2018	27343	Cunningham Classics, LLC	POTUS Inventory - Baseballs	-400.00
1782 OFFICIAL GIFTS	Check	07/11/2018	27344	Georgetown Frame Shoppe, Inc.	POTUS-Netherlands-Frame for Old Map	-1,220.00
1782 OFFICIAL GIFTS	Check	07/11/2018	27345	Georgetown Frame Shoppe, Inc.	POTUS-Russia-Frame for Hockey Jersey	-1,080.00
1782 OFFICIAL GIFTS	Check	07/11/2018	27346	Book Arts Conservatory	POTUS/FLOTUS-Queen Elizabeth-Horse Photo	-350.00
1782 OFFICIAL GIFTS	Check	07/11/2018	27347	Book Arts Conservatory	FLOTUS-Queen of Jordan-Leather Jewelry Box	-1,200.00
1782 OFFICIAL GIFTS	Check	07/11/2018	27348	Book Arts Conservatory	POTUS-King of Jordan-Leather Archival Folio	-1,500.00
1782 OFFICIAL GIFTS	Check	07/11/2018	27349	Book Arts Conservatory	SLOTUS Gift Inventory-Gift Box for Bowl	-100.00
1782 OFFICIAL GIFTS	Check	07/11/2018	27350	Arnold Engravers & Corp. Gifts	POTUS EURO Gifts - Inscriptions for Threë Blac	-135.00
1782 OFFICIAL GIFTS	Check	07/19/2018	27432	Old Print Shop Inc.	POTUS Gift Inventory-Pauli Reverse Print	-75.00
1782 OFFICIAL GIFTS	Check	07/19/2018	27433	Old Print Shop Inc.	POTUS Gift Inventory-Map of DC	-370.00
1782 OFFICIAL GIFTS	Check	07/19/2018	27434	Old Print Shop Inc.	POTUS Gift Inventory-Harvard Univ Print	-120.00
1782 OFFICIAL GIFTS	Check	07/19/2018	27435	Old Print Shop Inc.	POTUS/FLOTUS-Queen Elizabeth-Jerome Park	-100.00
1782 OFFICIAL GIFTS	Check	07/19/2018	27436	Old Print Shop Inc.	VOID: POTUS Spain-Engraved Billiard Set	0.00
1782 OFFICIAL GIFTS	Check	07/19/2018	27437	Old Print Shop Inc.	POTUS-Netherlands-Nieuw Amsterdam	-275.00
1782 OFFICIAL GIFTS	Check	07/19/2018	27438	Book Arts Conservatory	POTUS-Belgium-Seal for Golf Putter & Box	-500.00
1782 OFFICIAL GIFTS	Check	07/19/2018	27439	Book Arts Conservatory	POTUS Gift Inventory-3 Presentation Box for Bc	-2,850.00
1782 OFFICIAL GIFTS	Check	07/19/2018	27440	Book Arts Conservatory	POTUS-Prince Phillip-Gold Gift Box for Fishing I	-200.00
1782 OFFICIAL GIFTS	Check	07/19/2018	27441	Book Arts Conservatory	POTUS-Finland-Vintage Photography Book w/Bo	-1,150.00
1782 OFFICIAL GIFTS	Check	07/19/2018	27442	Book Arts Conservatory	POTUS Gift Inventory-Large Gold Box	-300.00
1782 OFFICIAL GIFTS	Check	07/19/2018	27443	CAPITAL GIFTS AND AWARDS, INC.	SECSTATE Gift Inventory-5 Simon Pearce Glas	-1,500.00
1782 OFFICIAL GIFTS	Check	07/19/2018	27444	Book Arts Conservatory	POTUS/FLOTUS-Queen Elizabeth-Base/Box Hr	-450.00
1782 OFFICIAL GIFTS	Check	07/19/2018	27445	Book Arts Conservatory	POTUS/FLOTUS-Duke/Duchess of Marlboro-Le	-1,400.00
1782 OFFICIAL GIFTS	Check	07/19/2018	27446	Book Arts Conservatory	POTUS/FLOTUS-PM May-Jewelry Box	-1,300.00
1782 OFFICIAL GIFTS	Check	07/19/2018	27447	Hammerstone Group	SECSTATE-Madison Dinner-205 Navy Journals	-2,095.00
1782 OFFICIAL GIFTS	Check	07/19/2018	27448	Stening Gaming	P 286793 - Engraved Billiard Ball Set	-150.00
1782 OFFICIAL GIFTS	Check	07/25/2018	27455	Monticello Catalog	POTUS Gift to PM Italy - Magnifier/Pen/Let Op	-265.95
1782 OFFICIAL GIFTS	Check	07/27/2018	27459	(b)(6)	VPOTUS-S. America-9 Soccer Balls	-150.60
1782 OFFICIAL GIFTS	Check	07/27/2018	27460	(b)(6)	VPOTUS-Soccer RBalls/2Pumps-345331	-148.05

3:29 PM
08/15/18
Accrual Basis

K FUND
Custom Transaction Detail Report
April 1 through August 15, 2018

	Type	Date	Num	Name	Memo	Amount	
1782 OFFICIAL GIFTS	Check	07/27/2018	27461	(h)(6)	VPOTUS-2 Soccer Ball Pumps 345331	-27.45	
1782 OFFICIAL GIFTS	Check	07/31/2018	27469	Scottys Little Soldier	Teddy Bears for X'Mas - Wedding Gift	-4,483.06	
1782 OFFICIAL GIFTS	Check	08/09/2018	27504	The Great Republic	13 Star Flag, Model Bell Rocket Plane Yeager	-2,249.15	
1782 OFFICIAL GIFTS	Check	08/09/2018	27505	Jefferson National Parks Association	Finland - Historical Photo fo St. Louis Arch	-119.90	
1782 OFFICIAL GIFTS	Check	08/09/2018	27506	TIFFANY & CO	INV 350504 - Birth Record Frame	-490.00	
1782 OFFICIAL GIFTS	Check	08/10/2018	27507	Ann Hand, LLC	Inv#1008: Honor Brooch, 2 Am. Eagle Pewter B	-2,670.19	
1782 OFFICIAL GIFTS	Check	08/10/2018	27508	Arnold Engravers & Corp. Gifts	Inv# 49181: Silver plate Ivan Marquez	-40.00	
1782 OFFICIAL GIFTS	Check	08/10/2018	27509	Ann Hand, LLC	Inv#100 Honor Brooch	-132.19	
1782 OFFICIAL GIFTS	Check	08/10/2018	27510	White House Historical Association	Inv# WH-1838 WH 2 Limoges Box, Ceramic Bat	-390.95	
1782 OFFICIAL GIFTS	Check	08/10/2018	27511	Items of Value, Inc.	Inv# 20180605 Gifts Appraisal	-813.87	
1782 OFFICIAL GIFTS	Check	08/15/2018	27569	Book Arts Conservatory	Inv#173721 - Leather Presentation Folio	0.00	0.00
1782 OFFICIAL GIFTS	Check	08/15/2018	27570	Book Arts Conservatory	Inv#173721 Leather Presentation Folio	-975.00	975.00
1782 OFFICIAL GIFTS	Check	08/15/2018	27571	Book Arts Conservatory	Inv#1737260 Red Leather Presentation Box	-800.00	800.00
1782 OFFICIAL GIFTS	Check	08/22/2018	27572	Keith Lipert Gallery	SD033 Pewter Thoroughbred Horse Sculpture	-1,750.00	1,750.00
1782 OFFICIAL GIFTS	Check	08/22/2018	27573	Keith Lipert Gallery	SD030 10 Custom Pewter Eagle Bowls	-6,750.00	6,750.00
1782 OFFICIAL GIFTS	Check	08/22/2018	27574	Keith Lipert Gallery	SD032 150 Custom Pewter Paperweights	-6,393.00	6,393.00
1782 OFFICIAL GIFTS	Check	08/22/2018	27575	Keith Lipert Gallery	SD031 205 Custom POTUS Cufflinks	-9,072.29	9,072.29
1782 OFFICIAL GIFTS	Check	08/23/2018	27576	Georgetown Frame Shoppe, Inc.	Frame for Horse Picture	-350.00	350.00
1782 OFFICIAL GIFTS	Check	08/23/2018	27577	Book Arts Conservatory	Inv#1737274 Gold Gift Box with Plaque	-300.00	300.00
1782 OFFICIAL GIFTS	Check	08/23/2018	27578	Book Arts Conservatory	Inv# 173724 Box for Frame Photo of C. Racetra	-250.00	250.00
1782 OFFICIAL GIFTS	Check	08/23/2018	27579	Book Arts Conservatory	Inv#1737271 Folio, Desk Set Leather Box, Histo	-1,398.00	1,398.00
1782 OFFICIAL GIFTS	Deposit	01/26/2018	DEP	Transfer of 2ndQ 2018 Funds from MEDCS	Deposit	125,000.00	
1782 OFFICIAL GIFTS	Deposit	07/18/2018	DEP		4th Quarter	-463,000.00	
1782 OFFICIAL GIFTS	Deposit	10/18/2017		1stQ 2018 Partial Funds from MEDCS	Deposit	108,000.00	

FY18 INVOICE LEDGER

Q3 \$ 69,945.99
Q4 \$ 97,509.44
TOTAL \$ 139,417.34

COST CENTER	SERVICE D. HOST	VIP/COUNTRY	DESCRIPTION	DR # VENDOR	AMOUNT	INVOICE#	CHECK#	Additional Informal QTR	CPR#
1782 - OFFICIAL GIFTS	4/4 POTUS	Republic of Korea	w/VOTUS Olympics - Challenge Coins	Hammerstone Group	\$ 14,922.50	2018-0016	27112		Q3
1782 - OFFICIAL GIFTS	4/9 VPOTUS	Colombia	Harvard University Print Framing	Georgetown Frame Shopp	\$ 330.00	8	27113	(h)(6)	Q3
1782 - OFFICIAL GIFTS	4/6 SECSTATE	Gift inventory	Change of Inscriptions	Book Arts Conservatory	\$ 975.00	173687	27116		Q3
1782 - OFFICIAL GIFTS	4/11 VPOTUS	Colombia	Box for Framed gift	Book Arts Conservatory	\$ 350.00	173688	27117		Q3
1782 - OFFICIAL GIFTS	4/11 VPOTUS	Peru	OCONUS - re-inscribe of panel	Book Arts Conservatory	\$ 150.00	173689	27118		Q3
1782 - OFFICIAL GIFTS	4/11 VPOTUS	South America	Sec. Tillerson - gifts S. America - re-inscribe of panels (12)	Book Arts Conservatory	\$ 900.00	173693	27119		Q3
1782 - OFFICIAL GIFTS	4/14 VPOTUS	Peru	OCONUS - leather portfolio	Book Arts Conservatory	\$ 850.00	173692	27120		Q3
1782 - OFFICIAL GIFTS	4/11 VPOTUS	Gift inventory	Six Glass Bowls	Kokomo Opalescent Glass	\$ 536.94	218897	27121		Q3
1782 - OFFICIAL GIFTS	4/14 VPOTUS	Peru	OCONUS - Golf cuff links	The White House Historica	\$ 165.00	WH-1821	27122		Q3
1782 - OFFICIAL GIFTS	5/8 VPOTUS	Gift inventory	Custom Leather Presentation Box for Glass Bowls	Book Arts Conservatory	\$ 3,990.00	173700	27124		Q3
1782 - OFFICIAL GIFTS	4/17 POTUS	Japan	Custom Leather Folio for Cherry Blossom Prints	Book Arts Conservatory	\$ 850.00	173691	27185		Q3
1782 - OFFICIAL GIFTS	4/23 POTUS	France	French State Visit - Leader to Leader-Leather, Red Album	Book Arts Conservatory	\$ 1,380.00	173695	27186		Q3
1782 - OFFICIAL GIFTS	4/23 FLOTUS	France	French State Visit - Leader to Leader - Silkmoire Padded Base Pillow		\$ 195.00	173697	27187		Q3
1782 - OFFICIAL GIFTS	4/4 POTUS	Japan	Hand painted Cherry Blossom Cufflinks	Ann Hand LLC	\$ 245.00	3828	27188		Q3
1782 - OFFICIAL GIFTS	5/14 POEL	Israel	Pewter Eagle Box	Ann Hand LLC	\$ 1,200.00	100	27189		Q3
1782 - OFFICIAL GIFTS	4/24 POTUS	France	French State Visit - w/ FLOTUS gifts to Pres. Macron/Mrs. Macro	Tiffany & Co.	\$ 2,058.50	1365700	27190		Q3
1782 - OFFICIAL GIFTS	5/16 POTUS	Uzbekistan	Bilateral - Silver Tray	Tiffany & Co.	\$ 1,561.00	514201	27191		Q3
1782 - OFFICIAL GIFTS	5/2 SECSTATE	Gift inventory	Tray, Frame, Scalloped Edge Dish	Tiffany & Co.	\$ 1,365.00	511690	27192		Q3
1782 - OFFICIAL GIFTS	5/2 SECSTATE	Gift inventory	Samples	Tiffany & Co.	\$ 350.00	511686	27193		Q3
1782 - OFFICIAL GIFTS	4/23 POTUS	France	French State Visit - w/FLOTUS gifts -Frame	Georgetown Frame Shopp	\$ 595.00		27194		Q3
1782 - OFFICIAL GIFTS	4/24 POTUS	France	French delegation during State Visit	The Shops at Mt. Vernon	\$ 1,260.00	5 20418	27195		Q3
1782 - OFFICIAL GIFTS	4/4 FLOTUS	Japan	First Lady of Japan - Cherry Blossom Set	The Great Republic	\$ 1,750.00	0404018H1	27196		Q3
1782 - OFFICIAL GIFTS	4/9 VPOTUS	Colombia	OCONUS - VPOTUS gift to Pres. Of Colombia - brass plaque	Arnold Engravers & Corp	\$ 40.00		27197		Q3
1782 - OFFICIAL GIFTS	4/27 POEL	Costa Rica	Señor Leones and Costa Rica Custom gift boxes	Book Arts Conservatory	\$ 3,400.00	173704	27262		Q3
1782 - OFFICIAL GIFTS	4/23 POTUS	France	French State Visit - Leader to Leader - Box for T&Co Bowl	Book Arts Conservatory	\$ 700.00	173698	27263		Q3
1782 - OFFICIAL GIFTS	5/22 FLOTUS	France	French State Visit - Leader to Leader box for printed gift-Books	Arts Conservatory	\$ 300.00	173706	27264		Q3
1782 - OFFICIAL GIFTS	5/22 POTUS	Republic of Korea	Bilateral gift - Tiger Warhol w/Frame	Georgetown Frame Shopp	\$ 2,480.00		27265		Q3
1782 - OFFICIAL GIFTS	5/22 POTUS	Republic of Korea	Bilateral gift - plate inscription	Arnold Engravers & Corp	\$ 35.00	48792	27266		Q3
1782 - OFFICIAL GIFTS	5/14 SECSTATE	Gift inventory	Gifts Appraisal	Items of Value, Inc.	\$ 1,020.00	48792	27285		Q3
1782 - OFFICIAL GIFTS	6/4 POEL	Singapore	Singapore Summit- Official Gifts - Framing	Georgetown Frame Shopp	\$ 200.00		27287		Q3
1782 - OFFICIAL GIFTS	6/6 POTUS	DPKR	Gift - Framing	Georgetown Frame Shopp	\$ 100.00	9672	27288		Q3
1782 - OFFICIAL GIFTS	6/1 POTUS	Japan	Japan - Official Gift - The Great Republic (Old Glory Baseball) Bat	The Great Republic	\$ 156.00	06012018W1	27289		Q3
1782 - OFFICIAL GIFTS	4/30 POTUS	Nigeria	Pres of Nigeria - Official Gift - The Great Republic (MIL Book Set)	The Great Republic	\$ 2,065.00	05012018F1	27290		Q3
1782 - OFFICIAL GIFTS	5/30 SECSTATE	Gift inventory	Simon Pearce Lyre Vase	Capital Gifts and Awards, I	\$ 818.55	K01041	27291		Q3
1782 - OFFICIAL GIFTS	6/3 SECSTATE	Gift inventory	Change of Inscriptions	Book Arts Conservatory	\$ 1,575.00	173709	27292		Q3
1782 - OFFICIAL GIFTS	6/7 POEL	Singapore	Singapore Summit - Official Gifts - Commemorative Pweights	Keith Lipert	\$ 1,625.00	50028	27293		Q3
1782 - OFFICIAL GIFTS	6/21 SECSTATE	Gift inventory	5 Custom Pewter Circular Trays	Keith Lipert	\$ 850.00	50027	27307		Q3
1782 - OFFICIAL GIFTS	6/1 POTUS	Japan	Two Custom Gold Baseballs	Cunningham Classics, LLC	\$ 110.00	2534	27308		Q3
1782 - OFFICIAL GIFTS	5/29 POTUS	Spain	Pool Cue	PoolDawg	\$ 562.50	979513	27309	(h)(6)	Q3
1782 - OFFICIAL GIFTS	6/21 POTUS	Gift inventory	110 Gold Baseballs	Cunningham Classics, LLC	\$ 6,050.00		27310		Q3
1782 - OFFICIAL GIFTS	6/8 POTUS	Canada	Prime Minister - Archival Photo of PM's Father	Book Arts Conservatory	\$ 800.00	173714	27311		Q3
1782 - OFFICIAL GIFTS	6/19 POTUS	Spain	King of Spain - Leather Box for Pool Cue	Book Arts Conservatory	\$ 1,750.00	173716	27312		Q3
1782 - OFFICIAL GIFTS	6/6 POTUS	DPKR	Box for Framed Art	Book Arts Conservatory	\$ 200.00	173713	27313		Q3
1782 - OFFICIAL GIFTS	6/6 POTUS	Japan	Presentation Case for Baseball Bats and Balls	Book Arts Conservatory	\$ 1,575.00	173712	27314		Q3
1782 - OFFICIAL GIFTS	6/23 SECSTATE	Jordan	Stueben Eagle Sculpture	Capital Gifts and Awards, I	\$ 1,325.00	K01097	27315		Q3
1782 - OFFICIAL GIFTS	6/19 VPOTUS	South America	OCONUS-Gift to South America-Leather Pres. Case (Glass Bowl)		\$ 1,050.00	173717	27316		Q3
1782 - OFFICIAL GIFTS	6/19 FLOTUS	Spain	Queen of Spain-Leather Pres. Box (Tea set)	Book Arts Conservatory	\$ 1,400.00	173715	27317		Q3
1782 - OFFICIAL GIFTS	6/23 VPOTUS	Jordan	Stueben Deep Flower Bowl	Capital Gifts and Awards, I	\$ 1,500.00	K01098	27318		Q3
1782 - OFFICIAL GIFTS	6/28 POTUS/FLOTUS	United Kingdom	Gift to UK - Oyster Bamboo Fly Rod	Oyster Bamboo Fly Rods	\$ 2,500.00		27333		Q3
1782 - OFFICIAL GIFTS	4/23 POTUS	France	French State Visit - Gift Box for a Framed Monroe Chair Fab x	Book Arts Conservatory	\$ 250.00	173696	27338		Q4 OG 001
1782 - OFFICIAL GIFTS	4/23 POTUS	Germany	Leather Presentation Folio for the Chancellor of Germany x	Book Arts Conservatory	\$ 800.00	173699	27339		Q4 OG 002
1782 - OFFICIAL GIFTS	5/2 SECSTATE	Gift inventory	Gift Box Monticello Bowl	Book Arts Conservatory	\$ 150.00	173703	27340		Q4 OG 003
1782 - OFFICIAL GIFTS	6/12 VPOTUS	Gift inventory	Themed Children's Coloring Book	Really Big Coloring Books,	\$ 3,894.00	21532	27341		Q4 OG 004
1782 - OFFICIAL GIFTS	7/2 FLOTUS	Gift inventory	5 Custom Pewter Tea Sets	Keith Lipert	\$ 5,557.50	50034	27342		Q4 OG 005
1782 - OFFICIAL GIFTS	7/5 POTUS	Gift inventory	Custom Baseballs	Cunningham Classics, LLC	\$ 400.00	2572	27343		Q4 OG 006
1782 - OFFICIAL GIFTS	6/27 POTUS	Netherlands	Old Map of Nieuw Amsterdam (modern Day of NYC)-Frame x	Georgetown Frame Shopp	\$ 1,220.00		27344		Q4 OG 007
1782 - OFFICIAL GIFTS	7/3 POTUS	Russia	Frame for Hockey Jersey	Georgetown Frame Shopp	\$ 1,060.00		27345		Q4 OG 008
1782 - OFFICIAL GIFTS	6/27 POTUS/FLOTUS	United Kingdom	Gift to Queen Elizabeth-Framed Horse Photo	Book Arts Conservatory	\$ 350.00		27346	Vendor Error	Q4 OG 009
1782 - OFFICIAL GIFTS	6/19 FLOTUS	Jordan	Queen of Jordan-Leather Jewelry Box WH Wood	Book Arts Conservatory	\$ 1,200.00	173719	27347		Q4 OG 010
1782 - OFFICIAL GIFTS	6/19 POTUS	Jordan	King of Jordan-Leather Archival Folio	Book Arts Conservatory	\$ 1,500.00	173718	27348		Q4 OG 011
1782 - OFFICIAL GIFTS	6/19 FLOTUS	Gift inventory	Gift Box for Bowl	Book Arts Conservatory	\$ 100.00	173720	27349		Q4 OG 012
1782 - OFFICIAL GIFTS	4/9 POTUS	Other	Inscriptions for Three Black Plaques	Arnold Engravers & Corp	\$ 135.00	49063	27350		Q4 OG 013
1782 - OFFICIAL GIFTS	6/25 POTUS	Gift inventory	Paul Revere Print	Old Print Shop Inc.	\$ 75.00	100349	27352		Q4 OG 014
1782 - OFFICIAL GIFTS	6/25 POTUS	Gift inventory	Map of DC by Mitchell's	Old Print Shop Inc.	\$ 370.00	2399	27353		Q4 OG 015
1782 - OFFICIAL GIFTS	6/25 POTUS	Singapore	Harvard University Print	Old Print Shop Inc.	\$ 120.00	100095	27354		Q4 OG 016
1782 - OFFICIAL GIFTS	6/25 POTUS	United Kingdom	Queen Elizabeth-Jerome Park Print	Old Print Shop Inc.	\$ 100.00	100449	27355		Q4 OG 017
1782 - OFFICIAL GIFTS	6/14 POTUS	Spain	VOID	Steering Gearing	\$ -	P286793	27356	Incorrect Vendor	Q4 OG 018
1782 - OFFICIAL GIFTS	6/25 POTUS	Netherlands	PM Rutte-Old Map of Nieuw Amsterdam (modern Day of NYC)	Old Print Shop Inc.	\$ 275.00	10045	27357		Q4 OG 019
1782 - OFFICIAL GIFTS	7/6 POTUS	Belgium	Prince-Seal for Golf Putter & Box	Book Arts Conservatory	\$ 500.00	1737262	27358		Q4 OG 020
1782 - OFFICIAL GIFTS	7/6 POTUS	Gift inventory	3 Presentation Box for Bowls	Book Arts Conservatory	\$ 2,850.00	1737267	27359		Q4 OG 021
1782 - OFFICIAL GIFTS	7/6 POTUS	United Kingdom	Prince Phillip Gold Gift Box for Fishing Rod	Book Arts Conservatory	\$ 200.00	1737263	27360		Q4 OG 022
1782 - OFFICIAL GIFTS	7/6 POTUS	Finland	Vintage Photography Book w/Box	Book Arts Conservatory	\$ 1,150.00	1737269	27361		Q4 OG 023
1782 - OFFICIAL GIFTS	7/6 POTUS	Gift inventory	Large Gold Box	Book Arts Conservatory	\$ 300.00	1737269	27362		Q4 OG 024
1782 - OFFICIAL GIFTS	5/24 SECSTATE	Gift inventory	Five Simon Pearce Glass Bowls	Capital Gifts and Awards, I	\$ 1,500.00	K01028	27363		Q4 OG 025
1782 - OFFICIAL GIFTS	7/6 POTUS	United Kingdom	Queen-Custom Base Box for Horse Statue	Book Arts Conservatory	\$ 450.00	1737266	27364		Q4 OG 026
1782 - OFFICIAL GIFTS	7/6 POTUS	United Kingdom	DUKE/Duchess Marlborough-Leather Presentation Case for Tea Set	Book Arts Conservatory	\$ 1,400.00	1737265	27365		Q4 OG 027
1782 - OFFICIAL GIFTS	7/6 POTUS	United Kingdom	PM May Leather Jewelry Box	Book Arts Conservatory	\$ 1,300.00	173761	27366		Q4 OG 028
1782 - OFFICIAL GIFTS	7/10 SECSTATE	Other	Medison Dinner-2018 Navy Journals	Hammerstone Group	\$ 2,095.00	2018-0108	27367		Q4 OG 029
1782 - OFFICIAL GIFTS	6/14 POTUS	Spain	King - Engraved Billiard Ball Set	Steering Gearing	\$ 150.00	P286793	27368		Q4 OG 030
1782 - OFFICIAL GIFTS	7/25 POTUS	Italy	PM - Magnifier, Roller Pen,Letter Opener	Monticello Catalog Custom	\$ 265.95	NA	27369		Q4 OG 031
1782 - OFFICIAL GIFTS	6/22 VPOTUS	South America	9 Soccer Balls	Store Receipts	\$ 150.60	3800177662	27369	Wilson Family of Br	Q4 OG 032
1782 - OFFICIAL GIFTS	6/22 VPOTUS	South America	6 Soccer Balls and 2 Soccer Ball Pumps	Store Receipts	\$ 148.05	345331	27370	Modelis' Sportign G	Q4 OG 033
1782 - OFFICIAL GIFTS	6/22 VPOTUS	South America	2 Soccer Ball Pumps	Store Receipts	\$ 27.45	345331	27371	Target	Q4 OG 034
1782 - OFFICIAL GIFTS	8/1 POTUS/FLOTUS	United Kingdom	HRH Prince Harry and Mrs. Markle - Wedding Gift	Scottys Little Soldiers	\$ 4,483.06	851	27372		Q4 OG 035
1782 - OFFICIAL GIFTS	6/4 POTUS	Gift inventory	13 Star Flag, Model bell Rocket Plane	The Great Republic	\$ 2,249.15	06042018-1	27504		Q4 OG 036
1782 - OFFICIAL GIFTS	7/5 POTUS	Finland	President - Historic Photo of St. Louis Arch	Jefferson National Park As	\$ 119.90	C106167	27505		Q4 OG 037
1782 - OFFICIAL GIFTS	5/23 POTUS/FLOTUS	United Kingdom	Gift to Newborn - Prince Louis	Tiffany & Co.	\$ 490.00	350504	27506		Q4 OG 039
1782 - OFFICIAL GIFTS	8/2 SECSTATE	Gift inventory	Honor Brooch, 2 American Eagle Pewter Boxes	Ann Hand LLC	\$ 2,670.19	1008	27507		Q4 OG 041
1782 - OFFICIAL GIFTS	7/26 POEL	Colombia	Plaque	Arnold Engravers & Corp	\$ 40.00	49181	27508		Q4 OG 042
1782 - OFFICIAL GIFTS	7/30 SECSTATE	Gift inventory	Honor Brooch	Ann Hand LLC	\$ 132.19	100	27509		Q4 OG 043
1782 - OFFICIAL GIFTS	7/6 POTUS/FLOTUS	Belgium	Belgian Princesses and Child of Finish President	White House Historical As	\$ 390.95	WH-1838	27510		Q4 OG 044
1782 - OFFICIAL GIFTS	6/5 SECSTATE	Gift inventory	Gift Appraisal- June (2.88 hours)	Items of Value, Inc.	\$ 818.87	20180605	27511		Q4 OG 045
1782 - OFFICIAL GIFTS	6/21		**Voided Check**		\$ -		27569		Q4
1782 - OFFICIAL GIFTS	6/21 POTUS	Portugal	Pres - Leather Presentation Folio for John Philips Sousa Music	Book Arts Conservatory	\$ 975.00	173721	27570		Q4 OG 047
1782 - OFFICIAL GIFTS	6/30 FLOTUS	Gift inventory	Red Leather Presentation Box	Book Arts Conservatory	\$ 800.00	1737260	27571		Q4 OG 048
1782 - OFFICIAL GIFTS	6/28 POTUS/FLOTUS	United Kingdom	Q. Elizabeth - Pewter Thoroughbred Horse Sculpture	Keith Lipert	\$ 1,750.00	50033	27572		Q4 OG 049
1782 - OFFICIAL GIFTS	7/26 POTUS	Gift inventory	10 Custom Pewter Eagle Bowls	Keith Lipert	\$ 6,750.00	50030	27573		Q4 OG 050
1782 - OFFICIAL GIFTS	6/27 POTUS	Gift inventory	150 Custom Pewter Paperweights	Keith Lipert	\$ 6,393.00	50032	27574		Q4 OG 054
1782 - OFFICIAL GIFTS	6/26 POTUS	Gift inventory	205 Custom POTUS Cufflinks	Keith Lipert	\$ 9,072.29	50031	27575		Q4 OG 055
1782 - OFFICIAL GIFTS	6/27 POTUS/FLOTUS	United Kingdom	Gift to Queen Elizabeth-Framed Horse Photo	Georgetown Frame Shopp	\$ 350.00		27576		Q4 OG 056
1782 - OFFICIAL GIFTS	7/31 POTUS	Colombia	President Gift - Custom Gold Gift Box with Plaque	Book Arts Conservatory	\$ 300.00	1737274	27577		Q4 OG 057
1782 - OFFICIAL GIFTS	6/30 POTUS/FLOTUS	United Kingdom	Q. Elizabeth - Box for Frame Photo of Churchill Racetrack	Book Arts Conservatory	\$ 250.00	173724	27578		Q4 OG 058
1782 - OFFICIAL GIFTS	7/31 POTUS	Italy	PM Gift - Presentation Folio, leather box for desk set and history	Book Arts Conservatory	\$ 1,398.00	1737271	27579		Q4 OG 059
1782 - OFFICIAL GIFTS	8/28		**Voided Check**		\$ -	173721	27569		Q4
1782 - OFFICIAL GIFTS	6/23 POTUS	Portugal	Pres-Leather Presentation Folio for John Philip Sousa Music	Book Arts Conservatory	\$ 975.00	173721	27570		Q4 OG 047
1782 - OFFICIAL GIFTS	6/30 FLOTUS	Gift inventory	Red Leather Presentation Box w/wrapped box	Book Arts Conservatory	\$ 800.00	1737260	27571		Q4 OG 048
1782 - OFFICIAL GIFTS	6/28 POTUS/FLOTUS	United Kingdom	Q. Elizabeth - Pewter Thoroughbred Horse Sculpture	Keith Lipert	\$ 1,750.00	50033	27572		Q4 OG 049
1782 - OFFICIAL GIFTS	7/26 POTUS	Gift inventory	10 Custom Pewter Eagle Bowls	Keith Lipert	\$ 6,750.00	50030	27573		Q4 OG 050
1782 - OFFICIAL GIFTS	6/27 POTUS	Gift inventory	150 Custom Pewter Paperweights	Keith Lipert	\$ 6,393.00	50032	27574		Q4 OG 054
1782 - OFFICIAL GIFTS	6/26 POTUS	Gift inventory	205 Custom POTUS Cufflinks	Keith Lipert	\$ 9,072.29	50031	27575		Q4 OG 055
1782 - OFFICIAL GIFTS	6/27 POTUS/FLOTUS	United Kingdom	Gift to Queen Elizabeth-Framed Horse Picture	Georgetown Frame Shopp	\$ 350.00		27576	dup-rec'd credit fr B	Q4 OG 056
1782 - OFFICIAL GIFTS	7/31 POTUS	Colombia	Gold Gift Box with Plaque (POEL)	Book Arts Conservatory	\$ 300.00	1737274	27577		Q4 OG 057
1782 - OFFICIAL GIFTS	6/30 POTUS/FLOTUS	United Kingdom	Box for Frame Photo of C. Racetrack	Book Arts Conservatory	\$ 250.00	173724	27578		Q4 OG 058
1782 -									

1782 - OFFICIAL GIFTS	5/8	SECSTATE	Gift Inventory	Two Scalloped Edge Dish [SKU 17454862]	Tiffany & Co.	346987	\$	1,105.05	Q4	OG 046
-----------------------	-----	----------	----------------	--	---------------	--------	----	----------	----	--------

From: (b)(6)
To: (b)(6)
Subject: INVOICE DATE
Date: Fri, 12 Jul 2019 13:19:43 +0000

H (b)(6)

Can you please review the IRF and modify the date to reflect the actual date of the event and the invoice? Thanks!



(b)(6)
Budget Analyst
Office of the Chief of Protocol (S/CPR/M)
HST, Room 1238
(b)(6)

[Stay connected with Protocol:](#)



This e-mail and any attachments may contain confidential and/or proprietary information. If you received this e-mail in error, please notify the sender immediately by reply e-mail and delete the e-mail and any attachments; any further use of such e-mail or attachments is strictly prohibited.

Sender: (b)(6)
Recipient: (b)(6)



Office of the Chief of Protocol of the
United States of America

INVOICE REVIEW FORM

Please check the box below that pertains to your invoice:

- ☐ CHIEF OF PROTOCOL REPRESENTATIONAL FUNDS (Include #of Guests)
☐ GENERAL ENTERTAINMENT
☐ OFFICIAL GIFTS
☐ OFFICIAL VISITS
☐ PRESIDENTIAL DELEGATIONS
☐ PAY USING GIFT FUNDS

STAFF CONTACT:	(b)(6)		
EVENT / PURPOSE:	Secretary Pompeo Inventory		
DATE OF SERVICE:	7/11/2019		
DESCRIPTION OF SERVICE:	150 Ballpoint pens	Number of Guests:	
AMOUNT SPENT:	\$4,387.50		
AMOUNT BUDGETED:			
JUSTIFICATION IF OVER BUDGET:			
INVOICE #:	18156-1		
DATE INVOICE RECEIVED:	12/20/2019		
DATE INVOICE SUBMITTED:	1/9/2020		
PAYMENT DUE DATE:	1/20/2020		
NAME OF VENDOR: (Exactly as the check should be made out; be precise, include incorporations like LLC or Corp.)	Madden Branded Goods		

APPROVED FOR PAYMENT:

Assistant Chief of Protocol

(signature)

(date)

APPROVED BY:

Executive Director of Management

(signature)

(date)

PAID BY:

Budget Analyst

(signature)

(date)



INVOICE

Number 18156-1
Date 07/11/2019
Client ID 812850
Rep Collins Zaban

INVOICE TO

U.S. Department of State
 (b)(6)
 2201 C St NW
 Washington DC 20520

SHIP TO

U.S. Department of State
 (b)(6)
 2201 C St NW
 Washington DC 20520

Ship Via	FOB	Customer Order No.	Terms		Tax Number
Our Discretion	Factory		Net 20 Days		0099397-001
Qty Shipped	Description			Unit Price	Extension
150	Calais™ Ballpoint Pen CHROME/BLUE LACQUER			\$29.25	\$4,387.50
150	IMPRINT ON CLIP: --- Screen Print --- Madison Dinners (Logo) --- 3-Colors: White, Red 1795C, Blue 7700C --- Custom Shape			\$0.00	\$0.00
150	IMPRINT ON BARREL --- Deep Template Engraving --- ~Madison Dinners~ (Text) --- Colorfill: Red 485C *Box Included*			\$0.00	\$0.00
1	Setup			\$0.00	\$0.00
1	REPEAT Artwork			\$0.00	\$0.00
REPEAT Order #15818 & #16104 Please Ship Ground on UPS #: X6X228					
Terms & Conditions				Artwork	\$0.00
2% service charge per month (24% per annum) on overdue accounts. All claims for shortages or damaged goods must be made in writing within seven days of receipt of goods or invoice. Thank you for your business!				S & H	\$0.00
				Sub-Total	\$4,387.50
				Tax	\$0.00
				TOTAL	\$4,387.50
				Deposit	\$0.00
				Balance Due	\$4,387.50

Madden Branded Goods, 6810 New Tampa Hwy, Suite 200
 Lakeland, FL, United States 33815

Tel : (863) 682-0013 Fax : (863) 582-9565 Toll Free : (888) 678-3267
 Website : catalog.shopmadden.com Email : info@shopmadden.com



Office of the Chief of Protocol of the
United States of America

INVOICE REVIEW FORM

Please check the box below that pertains to your invoice:

- ☐ CHIEF OF PROTOCOL REPRESENTATIONAL FUNDS (Include #of Guests)
☒ GENERAL ENTERTAINMENT
☐ OFFICIAL GIFTS
☐ OFFICIAL VISITS
☐ PRESIDENTIAL DELEGATIONS
☐ PAY USING GIFT FUNDS

STAFF CONTACT:	(b)(6)		
EVENT / PURPOSE:	Madison Dinner hosted by the Secretary		
DATE OF SERVICE:	1/9/20		
DESCRIPTION OF SERVICE:	Elevator Service	Number of Guests:	20
AMOUNT SPENT:	\$119.21		
AMOUNT BUDGETED:	\$120		
JUSTIFICATION IF OVER BUDGET:			
INVOICE #:	SS-EO-2001B-02		
DATE INVOICE RECEIVED:	2/28/20		
DATE INVOICE SUBMITTED:	3/17/20		
PAYMENT DUE DATE:	3/30/20		
NAME OF VENDOR: (Exactly as the check should be made out; be precise, include incorporations like LLC or Corp.)	SemperServe, LLC 4425 Fitch Avenue, Suite 114 Baltimore, MD 21236		

APPROVED FOR PAYMENT:

Assistant Chief of Protocol

(signature)

(date)

APPROVED BY:

Executive Director of Management

(signature)

(date)

PAID BY:

Budget Analyst

(signature)

(date)



Office of the Chief of Protocol of the
United States of America

INVOICE REVIEW FORM

Please check the box below that pertains to your invoice:

- ☐ CHIEF OF PROTOCOL REPRESENTATIONAL FUNDS (Include #of Guests)
☒ GENERAL ENTERTAINMENT
☐ OFFICIAL GIFTS
☐ OFFICIAL VISITS
☐ PRESIDENTIAL DELEGATIONS
☐ PAY USING GIFT FUNDS

STAFF CONTACT:	(b)(6)		
EVENT / PURPOSE:	Madison Dinner hosted by the Secretary		
DATE OF SERVICE:	2/24/20		
DESCRIPTION OF SERVICE:	Elevator Service	Number of Guests:	20
AMOUNT SPENT:	\$204.6		
AMOUNT BUDGETED:	\$205		
JUSTIFICATION IF OVER BUDGET:			
INVOICE #:	SS-EO-2002-05		
DATE INVOICE RECEIVED:	2/28/20		
DATE INVOICE SUBMITTED:	3/17/20		
PAYMENT DUE DATE:	3/30/20		
NAME OF VENDOR: (Exactly as the check should be made out; be precise, include incorporations like LLC or Corp.)	SemperServe, LLC 4425 Fitch Avenue, Suite 114 Baltimore, MD 21236		

APPROVED FOR PAYMENT:

Assistant Chief of Protocol

(signature)

(date)

APPROVED BY:

Executive Director of Management

(signature)

(date)

PAID BY:

Budget Analyst

(signature)

(date)

From: (b)(6)
To: (b)(6) (b)(6) (b)(6) (b)(6)
Subject: RE: Journals
Date: Wed, 19 Jun 2019 13:01:37 +0000

Thanks, Katie! I just left you a voicemail- let me know if you have any questions!

Thanks

(b)(6)

From: (b)(6) (b)(6) <(b)(6) (b)(6)>
Sent: Tuesday, June 18, 2019 8:17 PM
To: (b)(6)
Subject: RE: Journals

Hi (b)(6)

Apologies for the delay, just sent you the invoice. Let me know if that works.

Thank you!

Katie

From: (b)(6)
Sent: Tuesday, June 18, 2019 9:47 AM
To: (b)(6) (b)(6)
Subject: RE: Journals

Hi Katie,

We did, thank you so much! Do you mind reissuing the invoice with the below title for the journals?

Journals for Secretary of State U.S. Foreign Policy Discussion Dinner Series

Thank you!

Best,

(b)(6)

From: (b)(6) (b)(6) (b)(6) (b)(6)
Sent: Friday, June 14, 2019 2:27 PM
To: (b)(6)
Subject: RE: Journals

Hello,



Just making sure you received the journals with the Madison Dinners logo?

Thank you!

Katie

From: (b)(6)
Sent: Thursday, May 23, 2019 4:03 PM
To: (b)(6)
Subject: RE: Journals

Confirm! Thank you Katie!

(b)(6)

From: (b)(6) (b)(6) (b)(6) (b)(6)
Sent: Thursday, May 23, 2019 2:47 PM
To: (b)(6)
Subject: RE: Journals

Can you confirm this is the correct shipping address?

Company: DOS-S/CPR-1238
Name: (b)(6)
Address:
2201 C STREET NW
WASHINGTON, DC 20520

Thank you!

Katie

From: (b)(6)
Sent: Thursday, May 23, 2019 12:44 PM
To: (b)(6) (b)(6)
Subject: RE: Journals

Yes, please!

From: (b)(6) (b)(6) (b)(6) (b)(6)
Date: May 23, 2019 at 12:39:54 PM EDT
To: (b)(6)
Subject: RE: Journals

(b)(6)

Apologies for the delay!!

The pricing for a quantity of 150 journals with the Madison Dinners logo on it would be \$10/each.

Would you like me to place the order now?

Thanks!

Katie

From: (b)(6)
Sent: Tuesday, May 21, 2019 6:30 AM
To: (b)(6)
Cc: 'Josh Deckard' (b)(6)
Subject: RE: Journals

Thanks you both!

(b)(6)

From: (b)(6) (b)(6)
Date: May 20, 2019 at 9:46:38 PM EDT
To: (b)(6)
Cc: 'Josh Deckard' (b)(6)
Subject: RE: Journals

Hi (b)(6)

Great to hear from you. I am looking into pricing and will get back to you tomorrow on this.
 Thank you for reaching out!

Katie

From: Josh Deckard (b)(6)
Sent: Monday, May 20, 2019 8:24 PM
To: (b)(6)
Cc: Katie Cox (b)(6)
Subject: Re: Journals

Found them, looks like they were not Shinola.
 I've cc'd Katie who can help you get this order placed ASAP.

Thank you again!

On Monday, May 20, 2019, Josh Deckard (b)(6) wrote:

Thank you (b)(6) I'm so glad to hear from you. All is well here and I hope the same is true for you.
 Do you remember if they were Shinola or another brand? If not, I can check with the office.
 Either way, we will get this placed.

THANK YOU!

On Monday, May 20, 2019, (b)(6) wrote:

Hi Josh,

Hope you're doing well! Can we order 150 of the navy blue journals we ordered from you that said "Madison Dinners" on them? Thank you so much! No rush on that.

(b)(6)

U.S. Department of State
Office of the Chief of Protocol
Diplomatic Gift Unit

(o) (b)(6)
(c)

Official
UNCLASSIFIED

--

Sent from Gmail Mobile

--

Sent from Gmail Mobile

Sender: (b)(6)

Recipient: (b)(6)

From: (b)(6)
To: Lawler, Sean P (b)(6)
 Fisher, Mary-Kate (b)(6)
CC: (b)(6)
Subject: RE: Madison Dinner Notebooks and Pens/CURRENT INVENTORY/RECOMMENDATION TO REORDER
Date: Wed, 15 May 2019 20:50:35 +0000

Great! I'll get the ball rolling on ordering. Thanks!

(b)(6)

Official **DeControlled**
UNCLASSIFIED

From: (b)(6)
Sent: Wednesday, May 15, 2019 4:49 PM
To: Lawler, Sean P (b)(6); Fisher, Mary-Kate (b)(6)
Cc: (b)(6)
Subject: RE: Madison Dinner Notebooks and Pens/CURRENT INVENTORY/RECOMMENDATION TO REORDER

Thank you.

(b)(6)

Official
UNCLASSIFIED DeControlled

From: Lawler, Sean P (b)(6)
Sent: Wednesday, May 15, 2019 4:48 PM
To: (b)(6); Fisher, Mary-Kate (b)(6)
Cc: (b)(6)
Subject: RE: Madison Dinner Notebooks and Pens/CURRENT INVENTORY/RECOMMENDATION TO REORDER

Yes

From: (b)(6)
Sent: Wednesday, May 15, 2019 4:46 PM
To: (b)(6); Lawler, Sean P (b)(6); Fisher, Mary-Kate (b)(6)

Cc: (b)(6)

Subject: RE: Madison Dinner Notebooks and Pens/CURRENT INVENTORY/RECOMMENDATION TO REORDER

Importance: High

Chief, to circle back, after our recent conversation, we will have (b)(6) proceed with the renewal of the inventory for the Madison pens and notebooks as listed below, Correct? Many thanks.

(b)(6) don't hesitate to reach out for any other feedback.

Thank you.

(b)(6)

Official
UNCLASSIFIED **DeControlled**

From: (b)(6)

Sent: Wednesday, May 15, 2019 2:21 PM

To: (b)(6); Lawler, Sean P (b)(6); Fisher, Mary-Kate (b)(6)

Cc: (b)(6)

Subject: RE: Madison Dinner Notebooks and Pens/CURRENT INVENTORY/RECOMMENDATION TO REORDER

Many thanks (b)(6). Chief, we will stand by for your guidance.

Best.,

(b)(6)

From: (b)(6)

Date: May 15, 2019 at 1:21:05 PM EDT

To: (b)(6) Lawler, Sean P (b)(6)

Fisher, Mary-Kate (b)(6)

Cc: (b)(6)

Subject: RE: Madison Dinner Notebooks and Pens/CURRENT INVENTORY/RECOMMENDATION TO REORDER

Madison Dinner Pens: \$23.75 each. 150= \$3,562.50

Madison Dinner Notebooks: \$8.00 each. 150= \$1,200.00

Thanks!

(b)(6)

Official
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DeControlled

From: (b)(6)
Sent: Wednesday, May 15, 2019 12:09 PM
To: Lawler, Sean P (b)(6); Fisher, Mary-Kate (b)(6)
Cc: (b)(6); (b)(6)
Subject: RE: Madison Dinner Notebooks and Pens/CURRENT INVENTORY/RECOMMENDATION TO REORDER

Will do. Thanks (b)(6) for sharing those.
 Best,

(b)(6)

Official
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DeControlled

From: Lawler, Sean P (b)(6)
Sent: Wednesday, May 15, 2019 12:04 PM
To: (b)(6); Fisher, Mary-Kate (b)(6)
Cc: (b)(6); (b)(6)
Subject: RE: Madison Dinner Notebooks and Pens/CURRENT INVENTORY/RECOMMENDATION TO REORDER

Let me see the costs please...

Thanks -

From: (b)(6)
Sent: Wednesday, May 15, 2019 12:02 PM
To: Lawler, Sean P (b)(6); Fisher, Mary-Kate (b)(6)
Cc: (b)(6)
Subject: FW: Madison Dinner Notebooks and Pens/CURRENT INVENTORY/RECOMMENDATION TO REORDER
Importance: High

FYI Chief and Mary-Kate. Assuming we will proceed with the July 3 dinner and the proposed ones by Mrs. P. for Sept., Oct., November. As you can see below, we recommend we re-order both Madison pens and notebooks.



150 of each would cover us through November and possibly IF they added an extra dinner one of the Fall months. We could always assess 2020 once we arrive into November. UNLESS you think we should just go to 200—defer to your guidance.

Do you concur with this game plan? Thank you.

(b)(6)

Official

UNCLASSIFIED DeControlled

From: (b)(6)

Sent: Wednesday, May 15, 2019 11:57 AM

To:

(b)(6)

(b)(6)

Subject: RE: Madison Dinner Notebooks and Pens

Excellent and thank you (b)(6) (b)(6), adding (b)(6) also for her awareness and (b)(6) too, I will forward to the Chief and Mary-Kate to advise them of our recommendation to increase the Notebooks possibly to 100-150 based upon their current desire to have another dinner in Sept., Oct., Nov. and same count with the pens. I just don't know their plans for 2020. (AND to cover the July 3rd if need be.)

Will circle back. Many thanks for conversing with me about this earlier today.

(b)(6)

Official

UNCLASSIFIED DeControlled

From: (b)(6)

Sent: Wednesday, May 15, 2019 11:35 AM

To: (b)(6)

Cc: (b)(6)

Subject: Madison Dinner Notebooks and Pens

(b)(6)

After counting all of the Madison Dinner materials, I have concluded that we have 100 Pens & 45 Notebooks remaining.

Based on your preliminary numbers we will absolutely need more notebooks if the plans for the dinner on July 3 proceed.

Best,

(b)(6)

(b)(6)

PATHWAYS INTERN | S/CPR/V

U.S. DEPARTMENT OF STATE | OFFICE OF THE CHIEF OF PROTOCOL

Phone: (b)(6)

Email: (b)(6)

Hst 1238

Official

UNCLASSIFIED

DeControlled

Sender:

(b)(6)

Recipient:

(b)(6)

Lawler, Sean P (b)(6)

Fisher, Mary-Kate <(b)(6)>

(b)(6)

From: (b)(6)
To: 'Collins Zaban' <(b)(6)>
Subject: RE: Madison Dinner Pens
Date: Thu, 16 May 2019 20:02:07 +0000

Fantastic!

Official
UNCLASSIFIED DeControlled

From: Collins Zaban <(b)(6)>
Sent: Thursday, May 16, 2019 4:01 PM
To: (b)(6)
Subject: RE: Madison Dinner Pens

Ok great! 😊

I have you updated in our system now and you should see the quote in 5 min.

Let me know if you have any questions.

Thanks!



Collins Zaban
ACCOUNT MANAGER

DESK: (b)(6) MOBILE: (b)(6)
TOLL FREE: 888-678-3267 / [WEB: SHOPMADDEN.COM](http://SHOPMADDEN.COM)
6810 NEW TAMPA HWY SUITE 200 / LAKELAND / FLORIDA / 33815



From: (b)(6)
Sent: Thursday, May 16, 2019 3:58 PM
To: Collins Zaban <(b)(6)>
Subject: RE: Madison Dinner Pens

Indeed! (b)(6) Thank you for all your help!

(b)(6)

Official
UNCLASSIFIED

DeControlled

From: Collins Zaban <(b)(6)>
Sent: Thursday, May 16, 2019 3:52 PM
To: (b)(6)
Subject: RE: Madison Dinner Pens

Oh ok. Thanks for letting me know. Will you be handling all the projects from here on out?

Can you please provide me with your direct line so I can update it in our system?



Collins Zaban
 ACCOUNT MANAGER

DESK: (b)(6) / MOBILE: (b)(6)
 TOLL FREE: 888-678-3267 / WEB: SHOPMADDEN.COM
 6810 NEW TAMPA HWY SUITE 200 / LAKE LAND / FLORIDA / 33815



From: (b)(6)
Sent: Thursday, May 16, 2019 3:48 PM
To: Collins Zaban <(b)(6)>
Subject: RE: Madison Dinner Pens

Yes please! But can you put my name on the order, as (b)(6) no longer works at State. Thank you for the help!!

Best

(b)(6)

From: Collins Zaban <(b)(6)>
Date: May 16, 2019 at 3:40:49 PM EDT

To: (b)(6)
Subject: RE: Madison Dinner Pens

Hey (b)(6)!

I remember the Madison Pens! ☺

I will put a quote together for you on this reorder and get it over to you.

Should I put this order under (b)(6) account again?



Collins Zaban
ACCOUNT MANAGER

DESK: (b)(6) MOBILE: (b)(6)
TOLL FREE: 888-678-3267 / WEB: SHOPMADDEN.COM
6810 NEW TAMPA HWY SUITE 200 / LAKELAND / FLORIDA / 33815



From: (b)(6)
Sent: Thursday, May 16, 2019 11:45 AM
To: Collins Zaban (b)(6)
Subject: Madison Dinner Pens

Hi Collins,

A while back we ordered Pens with the "Madison Dinner" logo on them. Can we order 150 more? Thank you so much!

Best,

(b)(6)

Sender: (b)(6)

Recipient: 'Collins Zaban' (b)(6)

S MADISON DINNER ON 5/23

(b)(6)

To:

(b)(6)

(S/CPR/A)

(b)(6)

Subject:

Your FreshDirect order is in the works! Here's your receipt



Dear

(b)(6)

We're busy picking and packing your order (#17341852786), and it's looking fresh and delicious. It will be delivered between **03:00 PM and 5:00 PM on Wednesday, May 22, 2019.**

Your final order amount is **\$275.72**. [Click here](#) to view your order details.

Remember that shopping your favorites is fast and easy with [Reorder](#).

Thanks for your shopping. Come back again soon!

FreshDirect Customer Service Group

ORDER INFORMATION for ORDER NUMBER 17341852786

TIME

Wednesday, May 22, 2019
03:00 PM - 5:00 PM

ORDER TOTAL

\$275.72

ADDRESS

(b)(6) Ofc of the Chief of
Protocol
2201 C STREET NW, SUITE 1238
Washington, DC 20520

PAYPAL

(b)(6)
PYPL # (b)(6)

Phone: (b)(6)

ALTERNATE DELIVERY

No Delivery Setting

Quantity Ordered/Delivered		Final Weight	Unit Price	Options Price	Final Price
2/2	Beverages Q Tonic, A Spectacular Tonic Water, Glass Bottles - (4ct, 6.7fl oz ea)		(\$6.99/ea)		\$13.98 T
6/6	Dairy Organic Valley Heavy Whipping Cream - (1 pint)		(\$3.69/ea)		\$22.14
4/4	Organic Valley Ultra-Pasteurized Whole Milk, Carton - (1/2 gallon)		(\$4.99/ea)		\$19.96

Fruit			
2/2	Lemons and Limes - (9-11ct, approx. 3lb bag)	(\$7.99/ea)	\$15.98
Meat			
8/7.9	Local Angus RWA Filet Mignon - (Thick, about 8oz, Standard Pack)	3.95 lb (\$36.99/lb)	\$146.11
Pantry			
2/2	Cento Roasted Peppers - (12oz)	(\$3.99/ea)	\$7.98
4/4	More Than Gourmet Demi-Glace Gold - (1.5oz)	(\$4.99/ea)	\$19.96
Vegetables			
2/2	Radicle Farm Local Chef's Selection - (approx. 4oz)	(\$3.50/ea)	\$7.00
2/2	Radicle Farm Spicy Heirloom Mix - (4oz)	(\$3.50/ea)	\$7.00
2/2	Satur Farms Wild Arugula Pack - (approx. 5oz)	(\$3.00/ea)	\$6.00 S

Subtotal: **\$266.11**

Tax: \$0.84

State Bottle Deposit: \$0.00

Total Tax: \$1.34

Delivery Fee: \$7.99 **T**Fuel Surcharge: \$0.28 **T****ORDER TOTAL: \$275.72****T = Taxable Item****S = Special Price****D = State Bottle Deposit**

NOTE: If this email does not print out clearly, please go to https://www.freshdirect.com/your_account/order_details.jsp?orderId=17341852786 for a printer-friendly version of your order details.

[Go to FreshDirect](#) | [Contact Us](#) | [Check or Change an Order](#) | [Frequently Asked Questions](#)

FreshDirect, LLC. 2 St Ann's Ave Bronx, NY 10454



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United States Department of State

Washington, D.C. 20520

April 29, 2021

Case No. FL-2020-00134

Nikhel Sus
Citizens for Responsibility and Ethics of Washington
1101 K St., NW Suite 201
Washington, DC 20005

Dear Mr. Sus:

As we noted in our letter dated March 29, 2021, we are processing your request for material under the Freedom of Information Act ("FOIA"), 5 U.S.C. § 552. Thus far, the Department has identified an additional 32 responsive records subject to the FOIA. We have determined that all 32 documents may be released in part. The processing of your request is ongoing.

An enclosure explains the FOIA exemptions and other grounds for withholding material. Where we have made redactions, the applicable FOIA exemptions are marked on each document. All non-exempt material that is reasonably segregable from the exempt material has been released and is enclosed.

We will keep you informed as your case progresses. If you have any questions, your attorney may contact Assistant United States Attorney Benton Peterson at Benton.Peterson@usdoj.gov or (202) 252-2534. Please refer to the case number, FL-2020-00134, and the civil action number, 20-cv-02076, in all correspondence about this case.

Sincerely,

A handwritten signature in cursive script that reads "Jeanne Miller".

Jeanne Miller
Chief, Programs and Policies Division
Office of Information Programs and Services

Enclosures: As stated.

The Freedom of Information Act (5 USC 552)

FOIA Exemptions

(b)(1) Information specifically authorized by an executive order to be kept secret in the interest of national defense or foreign policy. Executive Order 13526 includes the following classification categories:

- 1.4(a) Military plans, systems, or operations
- 1.4(b) Foreign government information
- 1.4(c) Intelligence activities, sources or methods, or cryptology
- 1.4(d) Foreign relations or foreign activities of the US, including confidential sources
- 1.4(e) Scientific, technological, or economic matters relating to national security, including defense against transnational terrorism
- 1.4(f) U.S. Government programs for safeguarding nuclear materials or facilities
- 1.4(g) Vulnerabilities or capabilities of systems, installations, infrastructures, projects, plans, or protection services relating to US national security, including defense against transnational terrorism
- 1.4(h) Weapons of mass destruction

(b)(2) Related solely to the internal personnel rules and practices of an agency

(b)(3) Specifically exempted from disclosure by statute (other than 5 USC 552), for example:

ARMSEXP	Arms Export Control Act, 50a USC 2411(c)
CIA PERS/ORG	Central Intelligence Agency Act of 1949, 50 USC 403(g)
EXPORT CONTROL	Export Administration Act of 1979, 50 USC App. Sec. 2411(c)
FS ACT	Foreign Service Act of 1980, 22 USC 4004
INA	Immigration and Nationality Act, 8 USC 1202(f), Sec. 222(f)
IRAN	Iran Claims Settlement Act, Public Law 99-99, Sec. 505

(b)(4) Trade secrets and confidential commercial or financial information

(b)(5) Interagency or intra-agency communications forming part of the deliberative process, attorney-client privilege, or attorney work product

(b)(6) Personal privacy information

(b)(7) Law enforcement information whose disclosure would:

- (A) interfere with enforcement proceedings
- (B) deprive a person of a fair trial
- (C) constitute an unwarranted invasion of personal privacy
- (D) disclose confidential sources
- (E) disclose investigation techniques
- (F) endanger life or physical safety of an individual

(b)(8) Prepared by or for a government agency regulating or supervising financial institutions

(b)(9) Geological and geophysical information and data, including maps, concerning wells

Other Grounds for Withholding

NR Material not responsive to a FOIA request excised with the agreement of the requester



Office of the Chief of Protocol of the
United States of America

INVOICE REVIEW FORM

Please check the box below that pertains to your invoice:

- ☐ CHIEF OF PROTOCOL REPRESENTATIONAL FUNDS (Include #of Guests)
☒ GENERAL ENTERTAINMENT
☐ OFFICIAL GIFTS
☐ OFFICIAL VISITS
☐ PRESIDENTIAL DELEGATIONS
☐ PAY USING GIFT FUNDS

STAFF CONTACT:	(b)(6)		
EVENT / PURPOSE:	U.S. Foreign Policy Discussion Dinner Series with non U.S. Government Officials hosted by the Secretary of State		
DATE OF SERVICE:	01/09/2020		
DESCRIPTION OF SERVICE:	Assisted with prepping the crystal glassware, china & linens, the setting/moving of all tables and chairs, the serving of any/all food or beverages and the cleaning & storage of all used materials at the conclusion of the event	Number of Guests:	14
AMOUNT SPENT:	\$914.00		
AMOUNT BUDGETED:	\$1,500.00		
JUSTIFICATION IF OVER BUDGET:	N/A		
INVOICE #:	*See Attached Sheet		
DATE INVOICE RECEIVED:	01/09/2020		
DATE INVOICE SUBMITTED:	01/15/2020		
PAYMENT DUE DATE:	01/30/2020		
NAME OF VENDOR: (Exactly as the check should be made out; be precise, include incorporations like LLC or Corp.)	**See attached Sheet		

APPROVED FOR PAYMENT:

Assistant Chief of Protocol

(signature)

(date)

APPROVED BY:

Executive Director of Management

(signature)

(date)

PAID BY:
Budget Analyst

(signature)

(date)

