## Document Header Information

| | | | |
|---|---|---|---|
| Document Type: | Voucher | Document Name: | VCH20110565 |
| Travel Authorization Number: | 1010O4590 | Trip Name: | Hampton VA and Butner NC |
| TA Date: | 08/03/20 | Currency: | USD |
| Organization: | VAVACO 101 OFFICE OF THE SECRETARY | Current Status: | CREATED |
| Purpose: | SITE VISIT | Document Detail: | Hampton, VA and Butner, NC site visits with SECVA |
| Type Code: | REGULAR TDY | | |

## Traveler Profile

| | | | |
|---|---|---|---|
| Name: | TUCKER, BROOKS D | ID: | (b)(6) |
| TID: | (b)(6) | Organization: | VAVACO 101 OFFICE OF THE SECRETARY |
| Title: | Acting Chief of Staff | Duty Station: | |
| Security Cl: | | Card: | NON IBA HOLDER |
| Office Address: | 810 Vermont Ave NW <BR>Washington, DC 20420 | EMAIL: | (b)(6) @va.gov |
| Office Phone: | (b)(6) | Cell Phone: | |
| Home Address: | | Home Phone: | |
| Alternate Address: | | Alternate Phone: | |

## Document Information

Trip Number: 1

Purpose: Hampton, VA and Butner, NC site visits with SECVA

Itinerary Locations

| From | To | Itinerary Location | Purpose | Per Diem Rates |
|---|---|---|---|---|
| 07/30/20 | 07/31/20 | HAMPTON, VA | SITE VISIT | 96.00 / 55.00 |
| 07/31/20 | 08/01/20 | RALEIGH, NC | SITE VISIT | 120.00 / 56.00 |

## Document Totals

| | |
|---|---|
| Total Expenses: | 645.39 |
| Reimbursable Expenses: | 377.76 |
| Non-Reimbursable Expenses: | 267.63 |
| Advance Applied: | .00 |
| Net to Traveler: | 39.17 |
| Net to Government: | 267.63 |
| Pay to Charge Card: | 338.59 |

## Document Totals by Expense Category

| Expense Category | Cost | Advance Amount |
|---|---|---|
| Com. Carrier | 252.88 | .00 |
| Lodging-Per Diem | 212.06 | .00 |
| M&IE-Per Diem | 139.25 | .00 |
| Mileage | 26.45 | .00 |
| Transxn Fees | 14.75 | .00 |
| Total Expenses: | 645.39 | .00 |

## Trip 1 Details

### Expenses

Trip#: 1 Total Non-Per Diem Expenses:307.14 Total Per Diem Expenses:338.25

| Date | Description | Category | Cost | Pay Method | Per Diem |
|---|---|---|---|---|---|
| 07/30/2020 | Lodging | Lodging-Per Diem | 79.00 | IBA | * |
| 07/30/2020 | Hotel Taxes | Lodging-Per Diem | 13.06 | IBA | |
| 07/30/2020 | M&IE | M&IE-Per Diem | 41.25 | OTHER | * |
| 07/30/2020 | Government Vehicle | Transportation | .00 | OTHER | |
| 07/31/2020 | Lodging | Lodging-Per Diem | 120.00 | IBA | * |
| 07/31/2020 | M&IE | M&IE-Per Diem | 56.00 | OTHER | * |

| | | | | |
|---|---|---|---|---|
| 07/31/2020Government Vehicle | Transportation | .00 | OTHER | |
| 08/01/2020Airline Flight | Com. Carrier | 252.88 | CBA | |
| 08/01/2020M&IE | M&IE-Per Diem | 42.00 | OTHER | * |
| 08/01/2020Terminal Mileage | Mileage | 26.45 | OTHER | |
| Comment: Round trip mileage, traveler was picked up from the BWI airport | | | | |
| 08/01/2020Government Vehicle | Transportation | .00 | OTHER | |
| 08/03/2020TDY Voucher Fee | Transxn Fees | 14.75 | CBA | |

**Per Diem Allowances**

Trip#: 1 Total Per Diem Allowances: 338.25

| Date | Rate | Ldg Cost | Ldg Allowed | M&IE Cost | M&IE Allowed | B L D Conf% |
|---|---|---|---|---|---|---|
| 07/30/2020 | 96.00/ 55.00 | 79.00 | 79.00 | 41.25 | 41.25 | |
| 07/31/2020 | 120.00/ 56.00 | 120.00 | 120.00 | 56.00 | 56.00 | |
| 08/01/2020 | 120.00/ 56.00 | 0.00 | 0.00 | 42.00 | 42.00 | |

**Advance of Funds**

Cannot print default advance form.
Unable to find an other authorization for cash advance.

**Account Summary for the Selected Trip**

| | | | |
|---|---|---|---|
| Org: VAVACO 101 OFFICE OF THE SECRETARY | Label: VAVACO 101 OSVA | Acct Code: 000000A0011010004 0142A1101 20/2172 | 645.39 |
| Expense Category: Com. Carrier | Fiscal Year: 2020 | Amount: 252.88 | |
| Expense Category: Lodging-Per Diem | Fiscal Year: 2020 | Amount: 212.06 | |
| Expense Category: M&IE-Per Diem | Fiscal Year: 2020 | Amount: 139.25 | |
| Expense Category: Mileage | Fiscal Year: 2020 | Amount: 26.45 | |
| Expense Category: Transxn Fees | Fiscal Year: 2020 | Amount: 14.75 | |
| | | Total: | 645.39 |

**Payment Detail Information**

| Organization | Label | Accounting String | Payment Method | Amount |
|---|---|---|---|---|
| VAVACO 101 OFFICE OF THE SECRETARY | VAVACO 101 OSVA | 000000A0011010004 0142A1101 20/2172 | CBA | 267.63 |
| VAVACO 101 OFFICE OF THE SECRETARY | VAVACO 101 OSVA | 000000A0011010004 0142A1101 20/2172 | IBA | 212.06 |
| VAVACO 101 OFFICE OF THE SECRETARY | VAVACO 101 OSVA | 000000A0011010004 0142A1101 20/2172 | OTHER | 165.70 |

**Totals by Label**

| | | | | |
|---|---|---|---|---|
| VAVACO 101 OFFICE OF THE SECRETARY | VAVACO 101 OSVA Total | 000000A0011010004 0142A1101 20/2172 | | 645.39 |

**Totals by Payment Method**

| | |
|---|---|
| CBA Total | 267.63 |
| IBA Total | 212.06 |
| OTHER Total | 165.70 |

**Attachments** Attachments Exist

**Receipt Checklist**

| Date | Description | Cost |
|---|---|---|
| 07/30/20 | Lodging | $79.00 |
| 07/30/20 | Hotel Taxes | $13.06 |
| 07/31/20 | Lodging | $120.00 |
| 08/01/20 | AIR Airline Flight | $252.88 |

**Audits**

| Audit Name | Result | Reason |
|---|---|---|

**Document History 08/06/2020 Voucher: VCH20110565**

**Copyright 1989-2009 Concur Government Edition: Concur Inc. TUCKER, BROOKS D.** (b)(6)

| STATUS | DATE | TIME | SIGNATURE NAME | REASON |
|---|---|---|---|---|
| CREATED | 08/03/2020 | 11:50AMEST | (b)(6) | |

**I certify that the electronic signatures listed above are valid and on file**

(b)(6) 08/06/2020

**SIGNED DATE**

I certify this claim is true and correct to the best of my knowledge and belief, and that payment or credit has not been received by me or the traveler (if signed by alternate representative). I understand there are severe criminal and civil penalties for knowingly submitting a false, fictitious or fraudulent claim (18 U.S.C. Sections 287 and 1001, and 31 U.S.C. Section 3729)

**Document Signatures**

| | |
|---|---|
| Traveler/Preparer Name: | Brooks Tucker |
| Traveler/Preparer Signature: | Brooks Tucker |
| Date: | 8/7/2020 |
| Approver Name: | |
| Approver Signature: | |
| Date: | |

| | | |
|---|---|---|
| July 30th | Applebees | $25.34 |
| July 31st | J. Alexanders | $71.54 |
| July 31st | Subway | $10.61 |
| Aug 1st | Brigs | $19.04 |
| | Total: | 126.53 |

# THE HONORABLE ROBERT L. WILKIE
# SECRETARY OF VETERANS AFFAIRS
# HAMPTON, VA & BUTNER, NC
# TRAVEL ITINERARY
# JULY 30 – AUGUST 2, 2020

TRAVEL PARTY:
The Honorable Robert Wilkie
Brooks Tucker, Acting Chief of Staff
Michael Meador, Special Assistant to the Secretary
Traci Scott, Senior Advisor for Strategic Communications
John Mashburn, Senior Advisor (NC only)

(b)(6)

EXECUTIVE PROTECTION:
(b)(6); (b)(7)(C) Special Agent, Detail Lead
(b)(6); (b)(7)(C) Special Agent (Adv-Hampton)
(b)(6); (b)(7)(C) Special Agent, (Adv-Butner)
(b)(6); (b)(7)(C) Special Agent, Chase Driver
(b)(6); (b)(7)(C) Special Agent, Shift Lead
(b)(6); (b)(7)(C) Special Agent, Limo Driver

(b)(6); (b)(7)(C)

EVENT / SITE POCS:
(b)(6) EA to the Director, Hampton VAMC
(b)(6) EA to the Director, Hampton VAMC
John Rogers, Public Affairs Officer, Hampton VAMC
Angela Schulze, Director of Scheduling, Office of Senator Tillis

(b)(6)

SCHEDULING POCS:
Albert Guerrero, Special Assistant, OSVA (Adv-Hampton)
Edward "Ted" Diaz, Staff Assistant, OSVA (Adv-Butner)
(b)(6) Travel Coordinator, OSVA

(b)(6)

| **Thursday, July 30, 2020** | | | **Attire**: Business |
|---|---|---|---|
| **Weather**: | Washington, DC | H-°; L-° - | |
| | Hampton, VA | H-°; L-° - | |

**1330-1610** **ERT / ARRIVE COURTYARD HAMPTON COLISEUM CENTRAL** *(2 hr 40 min)*
1917 Coliseum Dr, Hampton, VA 23666
Drive time: 2 hr 40 min / 175 miles

**RON**

| **Friday, July 31, 2020** | | | **Attire**: Business |
|---|---|---|---|
| **Weather**: | Hampton, VA | H-°; L-° - | |
| | Butner, NC | H-°; L-° - | |

**0800-0815** **ERT / ARRIVE HAMPTON VA MEDICAL CENTER** *(15 min)*
100 Emancipation Dr, Hampton, VA 23667
Drive Time: 15 min / 4.9 miles
Greeted By:

- David C. Collins, Medical Center Director
- Dr. (b)(6), Chief of Staff

**0820-0830** **INTRODUCTION TO COVID-19 ENTRANCE SCREENING AREA** *(10 min)*
Campus entry tent or main entrance port cochere (inclement weather)
(Health Questionnaire, Masks, Wrist-bans)

**0835-0920** **LEADERSHIP BRIEFING** *(45 min)*
Location: Bldg 135 Room A102
Topics:

- COVID Reponses
- Access
- Wait Times
- Suicide Prevention
- Tent Operations

Attendees:

- The Honorable Robert L. Wilkie, Secretary of Veterans Affairs
- The Honorable Brooks Tucker, Acting Chief of Staff
- Mr. Michael Meador, Special Assistant to the Secretary
- Ms. Traci Scott, Senior Advisor for Strategic Communications
- Mr. Albert Guerrero, Special Assistant, OSVA
- Mrs. Deanne Seekins-VISN 6 Network Director
- David C. Collins-Executive Director, Hampton VAMC
- Mrs. Lindaman-Associate Director Patient Care Services
- Dr. (b)(6) Chief of Staff
- Dr. Simmons-Associate Director for Operations
- Dr. (b)(6) -Infection Control (Physician)
- John Rogers-Public Affairs Officer

Via Skype:

- Dr. (b)(6) Infection Control
- Dr. (b)(6), Primary Care
- Dr. (b)(6), Mental Health
- (b)(6) Suicide Prevention

**0925-0935** **COIN RECOGNITION** *(10 min)*
Location: Historical Lobby
Recipients: (5)

- (b)(6) Nurse Practitioner/Intermediate Care Center
- Dr. (b)(6) Infection Control (Physician)
- Dr. (b)(6) Infection Control (Physician)
- (b)(6) Wound Care Nurse (Registered Nurse)
- (b)(6) Emergency Management Specialist

**0935-0940** **EXECUTIVE TIME** *(5 min)*

**0940-1025** **FACILITY TOUR** *(45 min)*
Tour Led By:

- David C. Collins, Medical Center Director
- Dr. (b)(6) Chief of Staff

Highlighted Areas:

- Medical Sub-Specialty Work Clinic
- Pharmacy
- Prime 1 & 2
- Prime 6

**1030-1035** **MEDIA PREP** *(5 min)*
Location: Bldg110B (Prime 6 Group Room)

**1035-1100** **MEDIA AVAILABILITY** *(25 min)*
Location: Historical Lobby

- WVEC-TV (ABC), interview with Mike Gooding

**1105-1135** **ERT / ARRIVE CHESAPEAKE VA CLINIC** *(30 min)*
1987 S Military Hwy, Chesapeake, VA 23320
Drive Time: 30 min / 24.5 miles
Greeted By:

- Dr. (b)(6)

**1140-1210** **LEADERSHIP BRIEFING / FACILITY TOUR** *(30 min)*
Tour Led By:

- Nurse Manager Ms. (b)(6)

Highlighted Areas:

- Clinic and expansion (PC, Telehealth, MH Services)

**1215-1235** **ERT / ARRIVE LUNCH** *(20 min)*

**1235-1305** **LUNCH** *(30 min)*

**1305-1310** **ERT / ARRIVE VIRGINIA BEACH VA CLINIC** *(5 min)*
244 Clearfield Ave, Virginia Beach, VA 23462
Drive Time: 5 min / 1.6 miles
Greeted By:
- Dr. (b)(6)

**1315-1345** **FACILITY BRIEFING / FACILITY TOUR** *(30 min)*
Tour Led By:
- Ms. (b)(6)

Highlighted Areas:
- Clinic and expansion (PC, Telehealth, MH Services)

**1350-1705** **ERT / ARRIVE EMBASSY SUITES RALEIGH** *(3 h 15 min)*
4700 Creedmoor Rd., Raleigh, NC 27612
Drive Time: 3 h 15 min / 192 miles
- 1355-1420 - Telephone Interview from vehicle *(25 min)*
  *Daily Press of Hampton*, telephone interview with Lisa Vernon Sparks
- 1440-1500 - Telephone Interview from vehicle *(20 min)*
  *The John Fredericks Radio Show,* telephone interview with John Fredericks

**RON**

| **Saturday, August 1, 2020** | | | **Attire**: Business |
|---|---|---|---|
| **Weather**: | Butner, NC | H-°; L-° - | |
| | Washington, DC | H-°; L-° - | |

**0910-0945** **ERT / ARRIVE VETERANS LIFE CENTER** *(20 min)*
1005 9th St, Butner, NC 27509
Drive Time: 35 min / 24.2 miles
Greeted By:
- Senator Thom Tillis
- Mrs (b)(6)
- John Turner, Founder and Senior Advisor

**1000–1115 VETERANS LIFE CENTER RIBBON CUTTING CEREMONY** *(1 hr)*

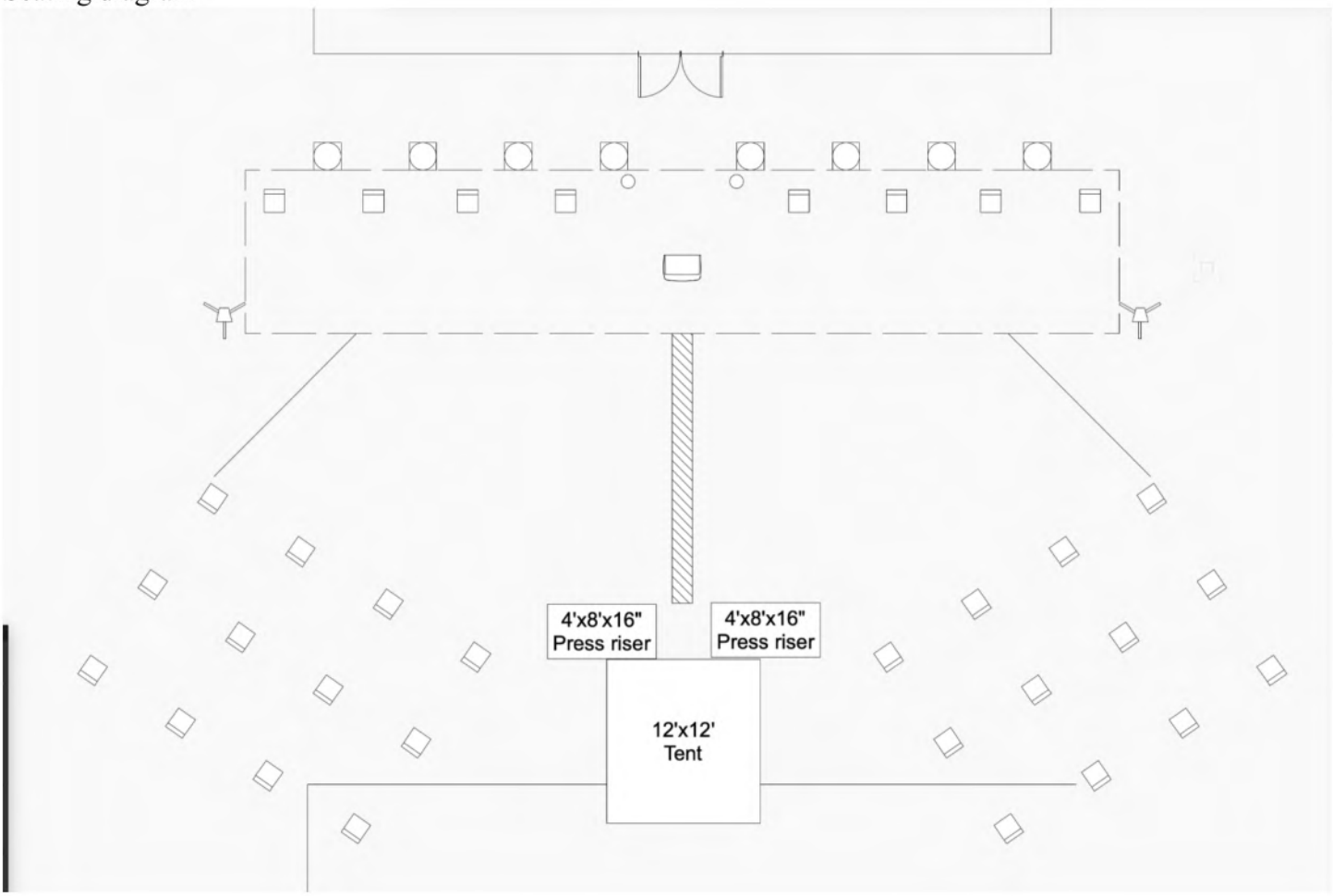
Run of show:

- 0955 – Col. David Hayden, Board Chair will instruct guests to take their seats and the program will begin shortly.
- 1000 – Welcome - Col. David Hayden
- 1002 – Recognition of Distinguished Guest
- 1005 – Introduction of Butner Town Mayor, Terry Turner – Col. David Hayden
- 1006 - Pledge – Lead by Butner Town Mayor, Terry Turner
- 1007 – Introduction of Marilyn Avila, former NC State Senator (5 terms) and incoming VLC Board Chair – Col. David Hayden
- 1008 - Invocation - The Honorable Marilyn Avila (incoming board chair)
- 1010 – Introduction of NC Governor Roy Cooper or Representative – Col. David Hayden
- 1011 - Remarks from Governor Cooper or designated representative (5 minutes)
- 1017 – Introduction of Veterans Administration Secretary, Robert Wilkie – Col. David Hayden
- 1018 - Remarks from Secretary Wilkie - Veterans Administration (5 minutes)
- 1024 - Introduction of United States Senator Thom Tillis – Col. David Hayden
- 1025 - Remarks from US Senator Thom Tillis (5 minutes)
- 1031 - Remarks from John Turner - Founder of The Veterans Life Center (5 minutes)
- 1037 - SECU Check Presentation $1 million dollar naming rights gift – Mike Lord – CEO and President will deliver brief remarks and Jama Campbell, SECU Foundation Executive Director will present check to John Turner (not sure who else should be on hand for this presentation)
- 1042 – Ribbon Cutting – John Turner with dignitaries standing on each side
- 1050 – Closing and thank you – Co. David Hayden
- 1055 – End; Transit to Press Event

Attendees:

- Senator Thom Tillis
- Representative Larry Yarborough NC House
- Representative Holly Grange NC House
- Carole Weiss North Carolina Daughters of the American Revolution State Regent
- Ambassador Jim Cain
- Robert Hosford USDA Rural Development State Director
- Victor R. Armstrong, Director of NC Division of Mental Health, Developmental Disabilities and Substance Abuse Services
- State Employee Credit Union Foundation
- Dee Ann Seekins VISN 6
- (b)(6) CEO Colliers International
- North Carolina Housing Finance Agency (attendee not identified yet)

Seating diagram




**1100-1115** **PRESS EVENT** *(15 min)*
Location: TBD

**1115-1200** **LUNCH / TOUR** *(30 min)*
Location: Courtyard
*Box Lunches to be provided

**1205-1215** **EXECUTIVE TIME** *(10 min)*

**1215-1245** **FIRESIDE CHAT WITH SENATOR TILLIS AND SECRETARY WILKIE** *(30 min)*
Location: TBD

**1300-1315** **ERT / ARRIVE LUNCH** *(15 min)*

**1315-1400** **LUNCH** *(45 min)*

**1400-1700 ERT / ARRIVE RESIDENCE** *(3 hr)*

**MC**

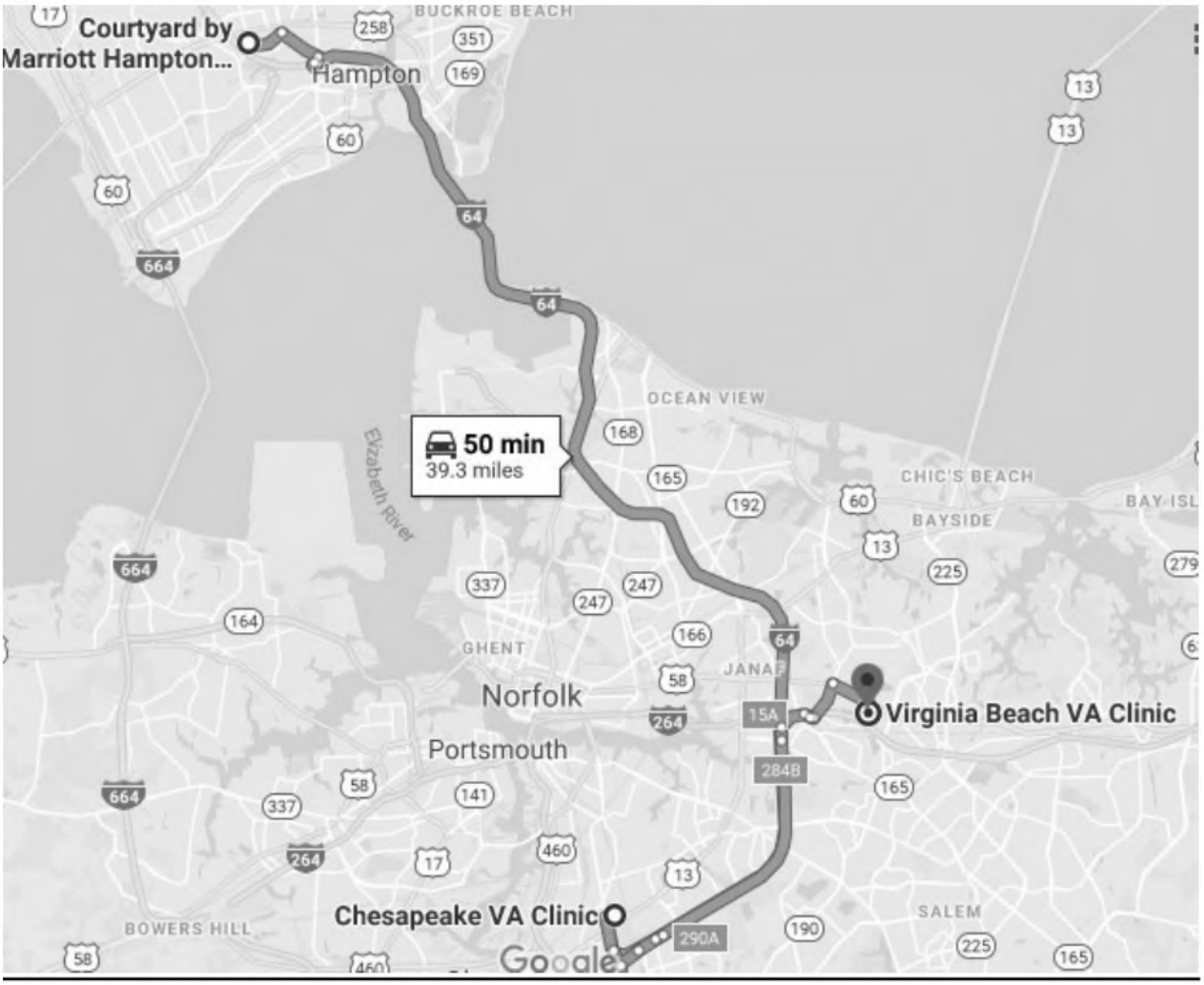
**TOTAL TIME BY LOCATION:**

| | |
|---|---|
| Hampton VAMC | 2 h 55 min |
| Chesapeake VA Clinic | 40 min |
| Lunch | 30 min |
| Virginia Beach VA Clinic | 40 min |
| Veterans Life Center | 3 h 15 min |

**MAPS**

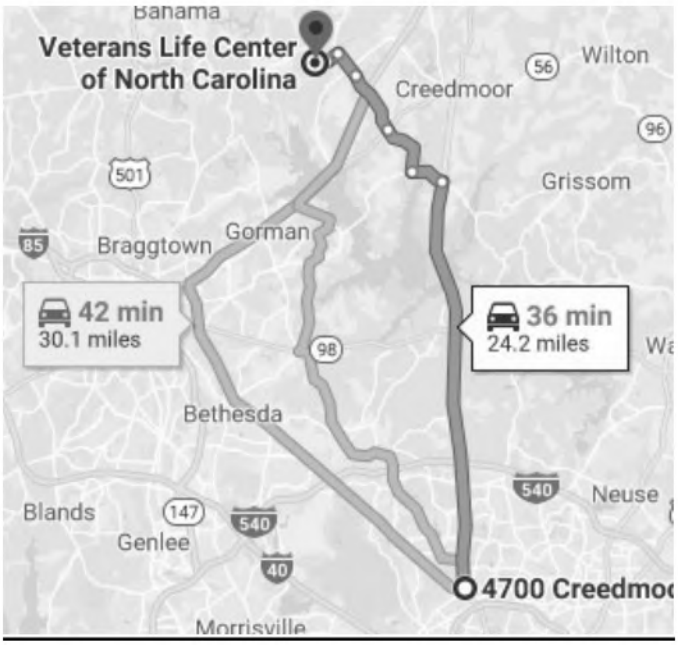
**Hampton, VA**

**Hampton, VA - Chesapeake, VA – Virginia Beach, VA**



**Virginia Beach, VA – Raleigh, NC**

**Raleigh, NC – Butner**



**Butner, NC – Washington, DC**

| LOCATION(S) | DRIVE TIME | MILES |
|---|---|---|
| VACO - RON Hotel | 2 h 40 min | 175 miles |
| RON Hotel - Hampton VAMC | 15 min | 4.9 miles |
| Hampton VAMC - Chesapeake VA Clinic | 30 min | 24.5 miles |
| Chesapeake VA Clinic - Lunch | 20 min | 12.9 miles |
| Lunch - Virginia Beach VA Clinic | 5 min | 1.6 miles |
| Virginia Beach VA Clinic – Embassy Suites Raleigh | 3 h 10 min | 192 miles |
| Embassy Suites Raleigh – Veterans Life Center | 35 min | 24.2 miles |
| Veterans Life Center – Residence | 3 h 45 min | |

## HOTEL OPTIONS

Hampton, VA

1. Courtyard Hampton Coliseum Central
   1917 Coliseum Dr, Hampton, VA 23666
   (757) 838-3300

2. Embassy Suites Hampton Roads
   1700 Coliseum Dr, Hampton, VA 23666
   (757) 827-8200

3. Hyatt Place Hampton Convention Ctr
   1905 Coliseum Dr, Hampton, VA 23666
   (757) 788-8400

Raleigh, NC
*Distance to Veterans Life Center included

1. Embassy Suites Raleigh
   4700 Creedmoor Rd., Raleigh, NC 27612
   (919) 881-0000
   35 min / 24.2 miles

2. DoubleTree Hotel Raleigh / Crabtree
   4100 Glenwood Ave., Raleigh, NC 27612
   (919) 782-8600
   36 min / 24.9 miles

3. Candlewood Suites – Raleigh / Crabtree
   4433 Lead Mine Rd., Raleigh, NC 27612
   (919) 789-4840
   37 min / 24.7 miles

4. Homewood Suites by Hilton
   5400 Homewood Banks Dr., Raleigh, NC 27612
   (919) 785-1131
   37 min / 24.9miles

5. Hilton Garden Inn – Raleigh / Crabtree (SECVA stayed here last trip thru Raleigh 12/9/19
   3912 Arrow Dr., Raleigh, NC 27612
   (919) 703-2525
   39 min / 25.2 miles

LUNCH OPTIONS

31 July 2020

1. Chick-Fil-A
   4752 Virginia Beach Blvd, Virginia Beach, VA 23462
   (20 mins from Chesapeake VA Clinic; 5 mins from Va Beach Clinic)

2. McDonald's
   745 Newtown Rd, Norfolk, VA 23502
   (25 mins from Chesapeake VA Clinic)

Flight Options (Raleigh-Durham)
Saturday, Aug 1, 2020
RDU-WAS

1. United Airlines 6130 RDU-IAD 1500-1609 *(1 h 9 min)*

2. American Airlines 4366 RDU-PHL 1605-1736 *(1 h 31 min)*
   Layover – Philadelphia International Airport 1736 – 1825 *(49 min)*
   American Airlines 5294 PHL-BWI 1825 – 1933 *(1 h 8 min)*

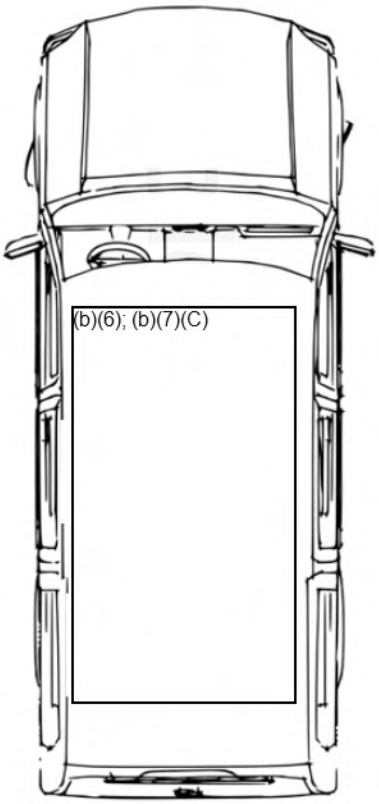
3. Delta Airlines 2622 RDU-ATL 1630-1754 *(1 h 24 min)*
   Layover – Atlanta International Airport 1754 - 1913 *(1 h 19 min)*
   Delta Airlines 0760 ATL-BWI 1913 – 2105 *(1 h 52 min)*

4. American Airlines 1794 RDU-CLT 1801-1911 *(1 h 10 min)*
   Layover – Philadelphia International Airport 1736 – 1825 *(49 min)*
   American Airlines 5294 PHL-BWI 1825 – 1933 *(1 h 8 min)*

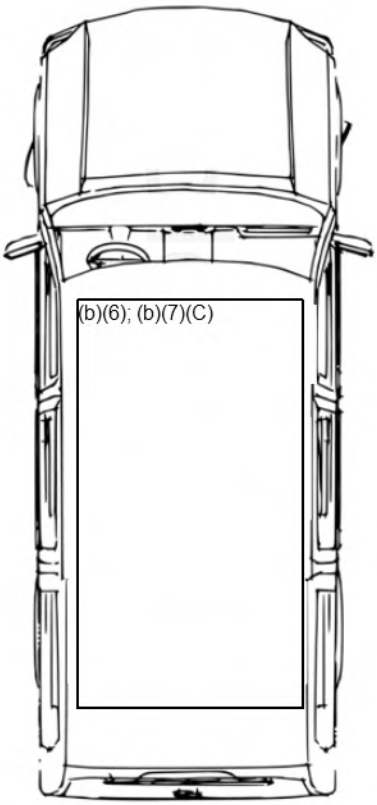
# MOTORCADE LOAD PLAN
## June 30 – Aug 1, 2020

**ALL MOVEMENTS:**

**LIMO:**




**CHASE:**



COURTYARD®
BY MARRIOTT

**Courtyard by Marriott®** Hampton Coliseum Central
1917 Coliseum Drive, Hampton, Va 23666 **P** 757.838.3300
**Marriott.com/PHFCH**

Brooks Tucker
Leisure

Room: 337
Room Type: GENR
Number of Guests: 1
Rate: $79.00
Clerk: (b)(6)

Arrive: 30Jul20 Time: 02:42PM Depart: 31Jul20 Time: 07:38AM Folio Number: 97269

| DATE | DESCRIPTION | CHARGES | CREDITS |
|---|---|---|---|
| 30Jul20 | Govt/Military | 79.00 | |
| 30Jul20 | State Sales Tax | 4.74 | |
| 30Jul20 | City Occupancy Tax | 6.32 | |
| 30Jul20 | Sales Tax Other Room Tax | 2.00 | |
| 31Jul20 | Visa | | 92.06 |

*Card #: VIXXXXXXXXXXX(b)(6)XXXX*
*Amount: 92.06 Auth: 052753 Signature on File*

**BALANCE: 0.00**

As a Marriott Bonvoy Member, you could have earned points towards your free dream vacation today. Start earning points and Elite status, plus enjoy exclusive member offers. Enroll today at the front desk.

Thank you for staying with us at the Courtyard by Marriott Hampton! Be sure to check us out on social media: Facebook,Twitter, & Instagram

See our "Privacy & Cookie Statement" on Marriott.com.

Operated under license from Marriott International, Inc. or one of its affiliates.

Bring the Courtyard sleep experience home with you. Visit ShopCourtyard.com.

DULUTH TRAVEL
INCORPORATED
SERVICE DISABLED VETERAN OWNED BUSINESS

Duluth Government
2860 Peachtree Ind. Blvd., Suite 1000
Duluth, GA 30097
Phone: (877) 813-5900

Friday, 24JUL 2020 3:19 PM EDT

**Passengers**: **BROOKS.D TUCKER (1010O4590/ 1010O4590)**

Agency Reference Number: 2I3CYV

Click here to view your current itinerary or ETicket receipt on-line: viewtrip.travelport.com

Do you have your REAL ID to travel? Click HERE for more information.
Enjoy parking discounts from Duluth Travel Inc HERE

## HOTEL Thursday, 30JUL 2020

**Courtyard Hampton Marriott** (COURTYARD BY MARRIOTT)
1917 Coliseum Dr Hampton VA 23666

**Number of Rooms**: 1
**Confirmation Number**: 85258405
**Phone**: 1 757 838-3300
Fax: 1 757 838-6387
**Rate**: USD 79.00
Room GUARANTEED TO VISA
**Check Out:** Friday, 31JUL 2020
**Reserved For:** TUCKER BROOKS
Room Type: GOVA00

Guaranteed to: VI******(b)(6)
Hotel cancellation policy: CANCEL PERMITTED UP TO 01 DAYS BEFORE ARRIVAL. 91.06 CANCEL FEE PER ROOM.

## HOTEL Friday, 31JUL 2020

**Embassy Suites By Hilton Ralei** (EMBASSY SUITES)
4700 Creedmoor Road Raleigh NC 27612

**Number of Rooms**: 1
**Confirmation Number**: 88356405
**Phone**: 1-919-881-0000
Fax: 1-919-782-7225
**Rate**: USD 120.00
Room GUARANTEED TO VISA
**Check Out:** Saturday, 1AUG 2020
**Reserved For:** TUCKER BROOKS
Room Type: A0PA8V

Guaranteed to: VI******(b)(6)
Hotel cancellation policy: 24 HR CANCEL REQUIRED
Approximate total: TTL-135.90 USD

## AIR Saturday, 1AUG 2020

**Southwest Airlines**
**Flight Number**: 1052
Class: P- Coach/Economy
**From**: Raleigh/Durham NC, USA
**Depart**: 6:25 PM
**To**: Baltimore Wash MD, USA
**Arrive**: 7:30 PM
Stops: Nonstop
Duration: 1 hour(s) 5 minute(s)
Status: CONFIRMED
Miles: 257 / 411 KM

Equipment: Boeing 737 Jet
DEPARTS RDU TERMINAL 1
Fare Basis: PCA
**Southwest Airlines Confirmation number is KV4XG5**

**Ticket/Invoice Information** - Invoice nbr: 6361

Service Fee: BROOKS.D TUCKER
Date issued: 07/24/2020 Invoice Nbr: 6361
Document Nbr: 8900808037383 Amount: (b)(4) USD
Form of Payment: VI**********00215

Total Air Fare: (b)(4) (VIxxxx00215)
Service Fee: (VIxxxx00215)
Total Invoiced: 54.89

**Click here 24 hours in advance to obtain boarding passes:**
SOUTHWEST

**Click here to review Baggage policies and guidelines:**
SOUTHWEST

ZPIZSOUTHWEST AIR TICKET WAS CHARGED TO VI XXXXXXXXXXXX0215
ZPIZSOUTHWEST AIR ELECTRONIC TICKET NUMBER IS 5267419820175
ZPIZINVOICE NUMBER IS 006361
ZPIZSERVICE FEE**********$(b)(4)
ZPIZTICKETED FARE**********$
ZPIZTOTAL CHARGE**********$197.99
CB/CGEBILLING/ATRS/2020-07-23T13.06.00Z
**********

DUE TO RECENT CHANGES IN THE GOV CITY PAIR PROGRAM
YOUR AIR RESERVATIONS ARE SUBJECT TO CANCELLATION
BY THE AIRLINES IF NOT TICKETED AT LEAST 48 HOURS
PRIOR TO SCHEDULED DEPARTURE. PLEASE ENSURE ALL
NECESSARY APPROVALS ARE PROCESSED IN ACCORDANCE
WITH YOUR AGENCYS BUSINESS RULE BUT NO LESS THAN 3
BUSINESS DAYS PRIOR TO DEPARTURE. THIS 48 HOUR
CANCELLATION RULE DOES NOT APPLY TO YOUR
INTERNATIONAL RESERVATIONS UNLESS YOUR TRIP HAS
DOMESTIC CONNECTIONS ON MORE THAN ONE AIRLINE OR
THESE RESERVATIONS WILL REQUIRE SEPARATE TICKETS.
**********

1010O4590
**For travel agent assistance and emergencies, please call 1-877-813-5900.
Your TMC Code is "11T" Duluth Travel
**********

New TSA guidelines
https://www.tsa.gov/news/releases/2019/04/04/tsa-reminds-travelers-real-id-identification-requirements
**********

EMBASSY SUITES HOTEL-CRABTREE,4700 CREEDMOOR ROAD
RALEIGH, NC 27612
TELEPHONE 919-881-0000 • FAX 919-782-7225

TUCKER, BROOKS
810 VERMONT AVE NW
WASHINGTON DC 20402
UNITED STATES OF AMERICA

530/KNGN
7/31/2020 12:06:00 PM
8/1/2020

1/0
120.00

Rate Plan: GVT
HH #
AL:
Car:

Confirmation Number: 88356405

8/1/2020

| | | | |
|---|---|---|---|
| 7/31/2020 | 3487623 | GUEST ROOM EXEMPT | $120.00 |
| 8/1/2020 | 3487782 | VS (b)(6) | ($120.00) |
| | | **BALANCE** | $0.00 |

EXPENSE REPORT SUMMARY

| | 7/31/2020 | STAY TOTAL |
|---|---|---|
| ROOM AND TAX | $120.00 | $120.00 |
| DAILY TOTAL | $120.00 | $120.00 |

VS (b)(6) 8/1/2020 875034 A

TUCKER, BROOKS 070484

IF YOU ARE NOT EXTREMELY SATISFIED WITH YOUR STAY, PLEASE CONTACT OUR FRONT DESK BEFORE DEPARTURE AND LET US MAKE IT RIGHT FOR YOU. WE ARE 100% NON SMOKING.

-120.00

DULUTH TRAVEL
INCORPORATED
SERVICE DISABLED VETERAN OWNED BUSINESS

Duluth Government
2860 Peachtree Ind. Blvd., Suite 1000
Duluth, GA 30097
Phone: (877) 813-5900

Friday, 24JUL 2020 3:19 PM EDT

**Passengers**: **BROOKS.D TUCKER (1010O4590/ 1010O4590)**

Agency Reference Number: 2I3CYV

Click here to view your current itinerary or ETicket receipt on-line: viewtrip.travelport.com

Do you have your REAL ID to travel? Click HERE for more information.
Enjoy parking discounts from Duluth Travel Inc HERE

## HOTEL Thursday, 30JUL 2020

**Courtyard Hampton Marriott** (COURTYARD BY MARRIOTT)
1917 Coliseum Dr Hampton VA 23666

**Number of Rooms**: 1
**Confirmation Number**: 85258405
**Phone**: 1 757 838-3300
Fax: 1 757 838-6387
**Rate**: USD 79.00
Room GUARANTEED TO VISA
**Check Out:** Friday, 31JUL 2020
**Reserved For:** TUCKER BROOKS
Room Type: GOVA00

Guaranteed to: VI*******(b)(6)
Hotel cancellation policy: CANCEL PERMITTED UP TO 01 DAYS BEFORE ARRIVAL. 91.06 CANCEL FEE PER ROOM.

## HOTEL Friday, 31JUL 2020

**Embassy Suites By Hilton Ralei** (EMBASSY SUITES)
4700 Creedmoor Road Raleigh NC 27612

**Number of Rooms**: 1
**Confirmation Number**: 88356405
**Phone**: 1-919-881-0000
Fax: 1-919-782-7225
**Rate**: USD 120.00
Room GUARANTEED TO VISA
**Check Out:** Saturday, 1AUG 2020
**Reserved For:** TUCKER BROOKS
Room Type: A0PA8V

Guaranteed to: VI*******(b)(6)
Hotel cancellation policy: 24 HR CANCEL REQUIRED
Approximate total: TTL-135.90 USD

## AIR Saturday, 1AUG 2020

**Southwest Airlines**
**Flight Number**: 1052
Class: P- Coach/Economy
**From**: Raleigh/Durham NC, USA
**Depart**: 6:25 PM
**To**: Baltimore Wash MD, USA
**Arrive**: 7:30 PM
Stops: Nonstop
Duration: 1 hour(s) 5 minute(s)
Status: CONFIRMED
Miles: 257 / 411 KM

Equipment: Boeing 737 Jet
DEPARTS RDU TERMINAL 1
Fare Basis: PCA
**Southwest Airlines Confirmation number is KV4XG5**

**Ticket/Invoice Information** - Invoice nbr: 6361

Service Fee: BROOKS.D TUCKER
Date issued: 07/24/2020 Invoice Nbr: 6361
Document Nbr: 8900808037383 Amount: (b)(4) USD
Form of Payment: VI**********00215

Total Air Fare: (b)(4) VIxxxx00215)
Service Fee: (VIxxxx00215)
Total Invoiced: 54.89

**Click here 24 hours in advance to obtain boarding passes:**
SOUTHWEST

**Click here to review Baggage policies and guidelines:**
SOUTHWEST

ZPIZSOUTHWEST AIR TICKET WAS CHARGED TO VI XXXXXXXXXXXX0215
ZPIZSOUTHWEST AIR ELECTRONIC TICKET NUMBER IS 5267419820175
ZPIZINVOICE NUMBER IS 006361
ZPIZSERVICE FEE**********$(b)(4)
ZPIZTICKETED FARE**********$
ZPIZTOTAL CHARGE**********$197.99
CB/CGEBILLING/ATRS/2020-07-23T13.06.00Z
**********

DUE TO RECENT CHANGES IN THE GOV CITY PAIR PROGRAM
YOUR AIR RESERVATIONS ARE SUBJECT TO CANCELLATION
BY THE AIRLINES IF NOT TICKETED AT LEAST 48 HOURS
PRIOR TO SCHEDULED DEPARTURE. PLEASE ENSURE ALL
NECESSARY APPROVALS ARE PROCESSED IN ACCORDANCE
WITH YOUR AGENCYS BUSINESS RULE BUT NO LESS THAN 3
BUSINESS DAYS PRIOR TO DEPARTURE. THIS 48 HOUR
CANCELLATION RULE DOES NOT APPLY TO YOUR
INTERNATIONAL RESERVATIONS UNLESS YOUR TRIP HAS
DOMESTIC CONNECTIONS ON MORE THAN ONE AIRLINE OR
THESE RESERVATIONS WILL REQUIRE SEPARATE TICKETS.
**********

1010O4590
**For travel agent assistance and emergencies, please call 1-877-813-5900.
Your TMC Code is "11T" Duluth Travel
**********

New TSA guidelines
https://www.tsa.gov/news/releases/2019/04/04/tsa-reminds-travelers-real-id-identification-requirements
**********

## Traveler

| Passenger Name: | e-Ticket Number: | Reservation Number: | Issue Date: |
|---|---|---|---|
| TUCKER, BROOKS.D | 5267419820175 | 2I3CYV | July 23, 2020 |
| **Invoice Number:** | **Total Charges to Date:** | | |
| 00636166 | USD 252.88 | | |

## Agency Details

DULUTH TRAVEL INCORPORATED

**Agency Phone:**
877-813-5900

## Fare Information

**Form Of Payment:**
VI XXXX XXXX XXXX 0215

| | |
|---|---|
| **Fare:** | USD (b)(4) |
| **Taxes and Carrier-imposed fees:** | |
| | USD |
| | USD |
| **Total Airfare:** | USD |
| **Service Fee:** ( MCO Number : 8900808037350 ) | USD |
| **Total Invoice:** | USD 197.99 |

## Trip Information

### Flight - Southwest Airlines (WN) - 1052 - August 01, 2020

| Confirmation Number: | Status: | |
|---|---|---|
| KV4XG5 | Confirmed | |
| **Depart:** | **Arrive:** | **Class Of Service:** |
| Raleigh Durham Intl Arpt (RDU) Raleigh-Durham 6:25 PM | Baltimore Washington Intl Arpt (BWI) Baltimore 7:30 PM | Economy |

### Misc - May 18, 2021

**Location Info:** **Other Info:**

Phone:

Number of Persons: 1
Remark: THIS DATE FOR
ACCOUNTING PURPOSES ONLY

## Agent Comments

**********
DUE TO RECENT CHANGES IN THE GOV CITY PAIR PROGRAM
YOUR AIR RESERVATIONS ARE SUBJECT TO CANCELLATION
BY THE AIRLINES IF NOT TICKETED AT LEAST 48 HOURS
PRIOR TO SCHEDULED DEPARTURE. PLEASE ENSURE ALL
NECESSARY APPROVALS ARE PROCESSED IN ACCORDANCE
WITH YOUR AGENCYS BUSINESS RULE BUT NO LESS THAN 3
BUSINESS DAYS PRIOR TO DEPARTURE. THIS 48 HOUR
CANCELLATION RULE DOES NOT APPLY TO YOUR
INTERNATIONAL RESERVATIONS UNLESS YOUR TRIP HAS
DOMESTIC CONNECTIONS ON MORE THAN ONE AIRLINE OR
THESE RESERVATIONS WILL REQUIRE SEPARATE TICKETS.
**********
1010O4590
ZPIZSOUTHWEST AIR TICKET WAS CHARGED TO VI XXXXXXXXXXXX0215
ZPIZSOUTHWEST AIR ELECTRONIC TICKET NUMBER IS 5267419820175
ZPIZINVOICE NUMBER IS 006361
ZPIZSERVICE FEE**********(b)(4)
ZPIZTICKETED FARE**********
ZPIZTOTAL CHARGE**********$197.99
CB/CGEBILLING/ATRS/2020-07-23T13.06.00Z

## Traveler

**Passenger Name:**
TUCKER, BROOKS.D@

**Reservation Number:**
2I3CYV

**Issue Date:**
July 23, 2020

**Invoice Number:**
00636199

**Total Charges to Date:**
USD 252.88

## Agency Details

DULUTH TRAVEL INCORPORATED

**Agency Phone:**
877-813-5900

## Fare Information

**Service Fee:** ( MCO Number : 8900808037383 ) USD (b)(4)

**Total Invoice:** USD

## Agent Comments

**********
DUE TO RECENT CHANGES IN THE GOV CITY PAIR PROGRAM
YOUR AIR RESERVATIONS ARE SUBJECT TO CANCELLATION
BY THE AIRLINES IF NOT TICKETED AT LEAST 48 HOURS
PRIOR TO SCHEDULED DEPARTURE. PLEASE ENSURE ALL
NECESSARY APPROVALS ARE PROCESSED IN ACCORDANCE
WITH YOUR AGENCYS BUSINESS RULE BUT NO LESS THAN 3
BUSINESS DAYS PRIOR TO DEPARTURE. THIS 48 HOUR
CANCELLATION RULE DOES NOT APPLY TO YOUR
INTERNATIONAL RESERVATIONS UNLESS YOUR TRIP HAS
DOMESTIC CONNECTIONS ON MORE THAN ONE AIRLINE OR
THESE RESERVATIONS WILL REQUIRE SEPARATE TICKETS.
**********
1010O4590
ZPIZSOUTHWEST AIR TICKET WAS CHARGED TO VI XXXXXXXXXXXX0215
ZPIZSOUTHWEST AIR ELECTRONIC TICKET NUMBER IS 5267419820175
ZPIZINVOICE NUMBER IS 006361
ZPIZSERVICE FEE**********(b)(4)
ZPIZTICKETED FARE**********
ZPIZTOTAL CHARGE**********$197.99
CB/CGEBILLING/ATRS/2020-07-23T13.06.00Z

## Traveler

| Passenger Name: | e-Ticket Number: | Reservation Number: | Issue Date: |
|---|---|---|---|
| TUCKER, BROOKS.D | 5267419820175 | 2I3CYV | July 23, 2020 |
| **Invoice Number:** | **Total Charges to Date:** | | |
| 00636166 | USD 197.99 | | |

## Agency Details

DULUTH TRAVEL INCORPORATED

**Agency Phone:**

877-813-5900

## Fare Information

**Form Of Payment:**

VI XXXX XXXX XXXX 0215

| | |
|---|---|
| **Fare:** | USD (b)(4) |
| **Taxes and Carrier-imposed fees:** | |
| | USD |
| | USD |
| **Total Airfare:** | USD |
| **Service Fee:** ( MCO Number : 8900808037350 ) | USD |
| **Total Invoice:** | USD 197.99 |

## Trip Information

### Flight - Southwest Airlines (WN) - 1052 - August 01, 2020

| Confirmation Number: | Status: | |
|---|---|---|
| KV4XG5 | Confirmed | |
| **Depart:** | **Arrive:** | **Class Of Service:** |
| Raleigh Durham Intl Arpt (RDU) Raleigh Terminal 1 | Baltimore Washington Intl Arpt (BWI) Baltimore 7:30 PM | Economy |

6:25 PM

## Misc - May 18, 2021

| Location Info: | Other Info: |
|---|---|
| Phone: | Number of Persons: 1 |
| | Remark: THIS DATE FOR ACCOUNTING PURPOSES ONLY |

## Agent Comments

**********

DUE TO RECENT CHANGES IN THE GOV CITY PAIR PROGRAM
YOUR AIR RESERVATIONS ARE SUBJECT TO CANCELLATION
BY THE AIRLINES IF NOT TICKETED AT LEAST 48 HOURS
PRIOR TO SCHEDULED DEPARTURE. PLEASE ENSURE ALL
NECESSARY APPROVALS ARE PROCESSED IN ACCORDANCE
WITH YOUR AGENCYS BUSINESS RULE BUT NO LESS THAN 3
BUSINESS DAYS PRIOR TO DEPARTURE. THIS 48 HOUR
CANCELLATION RULE DOES NOT APPLY TO YOUR
INTERNATIONAL RESERVATIONS UNLESS YOUR TRIP HAS
DOMESTIC CONNECTIONS ON MORE THAN ONE AIRLINE OR
THESE RESERVATIONS WILL REQUIRE SEPARATE TICKETS.

**********

1010O4590
ZPIZSOUTHWEST AIR TICKET WAS CHARGED TO VI XXXXXXXXXXXX0215
ZPIZSOUTHWEST AIR ELECTRONIC TICKET NUMBER IS 5267419820175
ZPIZINVOICE NUMBER IS 006361
ZPIZSERVICE FEE**********(b)(4)
ZPIZTICKETED FARE**********$
ZPIZTOTAL CHARGE**********$197.99
CB/CGEBILLING/ATRS/2020-07-23T13.06.00Z

DULUTH TRAVEL
INCORPORATED
SERVICE DISABLED VETERAN OWNED BUSINESS

Duluth Government
2860 Peachtree Ind. Blvd., Suite 1000
Duluth, GA 30097
Phone: (877) 813-5900

Thursday, 23JUL 2020 8:11 AM EDT

**Passengers**: **BROOKS.D TUCKER (1010O4590/ 1010O4590)**

Agency Reference Number: 2I3CYV

Click here to view your current itinerary or ETicket receipt on-line: viewtrip.travelport.com

Do you have your REAL ID to travel? Click HERE for more information.
Enjoy parking discounts from Duluth Travel Inc HERE

## AIR Saturday, 1AUG 2020

| | | |
|---|---|---|
| **Southwest Airlines** | **Flight Number**: 1052 | Class: P- Coach/Economy |
| **From**: Raleigh/Durham NC, USA | **Depart**: 6:25 PM | |
| **To**: Baltimore Wash MD, USA | **Arrive**: 7:30 PM | |
| Stops: Nonstop | Duration: 1 hour(s) 5 minute(s) | |
| | Status: CONFIRMED | Miles: 257 / 411 KM |

Equipment: Boeing 737 Jet
DEPARTS RDU TERMINAL 1
Fare Basis: PCA
**Southwest Airlines Confirmation number is KV4XG5**

**Ticket/Invoice Information**

Ticket for: BROOKS.D TUCKER
Date issued: 07/23/2020 Invoice nbr: 6361
Ticket Nbr: 5267419820175 Electronic Tkt: Yes Amount: (b)(4) USD
Form of Payment: VI**********00215

Service Fee: BROOKS.D TUCKER
Date issued: 07/23/2020 Invoice Nbr: 6361
Document Nbr: 8900808037350 Amount: USD
Form of Payment: VI**********00215

Base Fare: (b)(4)
Tax:
Air Fare: /Ixxxx00215)
Total Air Fare: (b)(4)
Service Fee: Ixxxx00215)
Total Invoiced: 197.99

**Click here 24 hours in advance to obtain boarding passes:**
SOUTHWEST

**Click here to review Baggage policies and guidelines:**

SOUTHWEST

ZPIZSOUTHWEST AIR TICKET WAS CHARGED TO VI XXXXXXXXXXXX0215
ZPIZSOUTHWEST AIR ELECTRONIC TICKET NUMBER IS 5267419820175
ZPIZINVOICE NUMBER IS 006361
ZPIZSERVICE FEE**********(b)(4)
ZPIZTICKETED FARE**********
ZPIZTOTAL CHARGE**********$197.99
CB/CGEBILLING/ATRS/2020-07-23T13.06.00Z
**********

DUE TO RECENT CHANGES IN THE GOV CITY PAIR PROGRAM
YOUR AIR RESERVATIONS ARE SUBJECT TO CANCELLATION
BY THE AIRLINES IF NOT TICKETED AT LEAST 48 HOURS
PRIOR TO SCHEDULED DEPARTURE. PLEASE ENSURE ALL
NECESSARY APPROVALS ARE PROCESSED IN ACCORDANCE
WITH YOUR AGENCYS BUSINESS RULE BUT NO LESS THAN 3
BUSINESS DAYS PRIOR TO DEPARTURE. THIS 48 HOUR
CANCELLATION RULE DOES NOT APPLY TO YOUR
INTERNATIONAL RESERVATIONS UNLESS YOUR TRIP HAS
DOMESTIC CONNECTIONS ON MORE THAN ONE AIRLINE OR
THESE RESERVATIONS WILL REQUIRE SEPARATE TICKETS.
**********

1010O4590
**For travel agent assistance and emergencies, please call 1-877-813-5900.
Your TMC Code is "11T" Duluth Travel
**********

New TSA guidelines
https://www.tsa.gov/news/releases/2019/04/04/tsa-reminds-travelers-real-id-identification-requirements
**********

**From:** MapQuest
**To:** (b)(6)
**Subject:** [EXTERNAL] MapQuest Directions to destination
**Date:** Thursday, August 6, 2020 3:34:49 PM

---

MapQuest directions have been sent to you by diane.

To view your map, click on the link below or copy and paste it into your browser: http://mapq.st/2DrDmym

**Note: The routing time is only an estimate, and it may vary based on traffic conditions.**

From: **Terminal Rd Baltimore, MD 21240**
To: (b)(6)

## 35 MIN | 22.645 MILES

CURRENT TRAFFIC: HEAVY

| | |
|---|---|
| **Start out going southeast on Friendship Rd toward Oak Rd.** | 0.08 miles |
| **Turn slight left onto Oak Rd.** | 0.43 miles |
| **Turn slight left onto Elm Rd.** | 0.65 miles |
| **Turn right onto Terminal Rd.**<br>*Terminal Rd is 0.1 miles past Air Cargo Service Rd* | 0.07 miles |
| **Take the MD-170/Airport Loop ramp toward I-97/Long Term Parking.** | 0.05 miles |
| **Turn slight right onto Aviation Blvd/MD-170. Continue to follow Aviation Blvd.** | 2.45 miles |
| **Stay straight to go onto Aviation Blvd/MD-162.** | 0.56 miles |
| **Turn left onto Dorsey Rd/MD-176.**<br>*If you are on Stewart Ave and reach Zachary Ln you've gone about 0.1 miles too far* | 0.11 miles |
| **Merge onto I-97 S toward Annapolis/Bay Bridge.** | 0.34 miles |
| **Merge onto MD-100 E via EXIT 14B-A toward Gibson Island.** | 3.73 miles |
| **Merge onto Ritchie Hwy/MD-2 S via EXIT 16A toward Pasadena.** | 9.94 miles |

| | |
|---|---|
| **Merge onto Revell Hwy/US-50 E/US-301 N toward Bay Bridge.** | 1.40 miles |
| **Take EXIT 28 toward Bay Dale Drive.** | 0.12 miles |
| **Keep left to take the ramp toward Old Mill Bottom Rd S.** | 0.07 miles |
| **Turn left onto Ferguson Rd.** | 0.07 miles |
| **Turn right onto Old Mill Bottom Rd.** | 0.46 miles |
| **Turn left onto Saint Margarets Rd/MD-179.** | 0.04 miles |
| **Take the 1st right onto Pleasant Plains Rd.** | 0.39 miles |

*If you reach Wilkinson Ln you've gone about 0.2 miles too far*

(b)(6)

Book a hotel tonight and save with some great deals!

(1-877-577-5766)