

Document Header Information

Document Type:	Voucher	Document Name:	VCH20110565
Travel Authorization Number:	101004590	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 Washington, DC 20420	EMAIL:	(b)(6)@va.gov
Office Phone:	(b)(6)	Cell Phone:	(b)(6)
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	*

07/31/2020	Government Vehicle	Transportation	.00	OTHER
08/01/2020	Airline Flight	Com. Carrier	252.88	CBA
08/01/2020	M&IE	M&IE-Per Diem	42.00	OTHER
08/01/2020	Terminal Mileage	Mileage	26.45	OTHER
Comment: Round trip mileage, traveler was picked up from the BWI airport				
08/01/2020	Government Vehicle	Transportation	.00	OTHER
08/03/2020	TDY 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 I01 OFFICE OF THE SECRETARY	Label: VAVACO I01 OSVA	Acct Code: 00000A0011010004 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 I01 OFFICE OF THE SECRETARY	VAVACO I01 OSVA	000000A0011010004 0142A1101 20/2172	CBA	267.63
VAVACO I01 OFFICE OF THE SECRETARY	VAVACO I01 OSVA	000000A0011010004 0142A1101 20/2172	IBA	212.06
VAVACO I01 OFFICE OF THE SECRETARY	VAVACO I01 OSVA	000000A0011010004 0142A1101 20/2172	OTHER	165.70

Totals by Label

VAVACO I01 OFFICE OF THE SECRETARY VAVACO I01 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
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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	11:50AM EST	(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: _____

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FINAL 2

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

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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 Responses
- 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. (b)(6) Associate Director for Operations
- Dr. (b)(6) Holder-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

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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)

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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

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

Run of show:

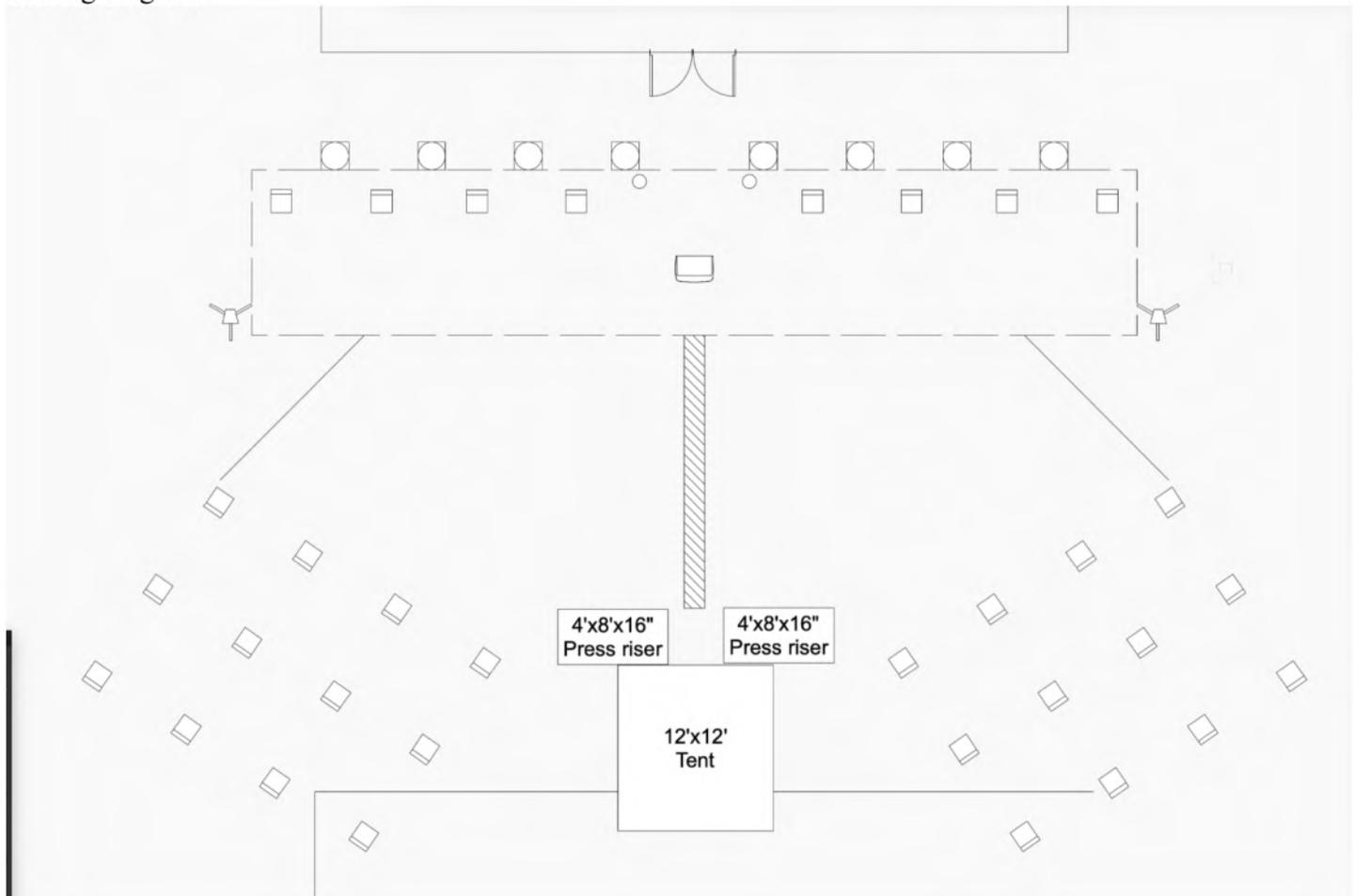
- 0955 – Col. David Hayden, Board Chair will instruct guests to take their seats and the program will begin shortly.
- 1000 – Welcome - Col. David Hayden
- 1002 – Recognition of Distinguished Guest
- 1005 – Introduction of Butner Town Mayor, Terry Turner – Col. David Hayden
- 1006 - Pledge – Lead by 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)

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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)

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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

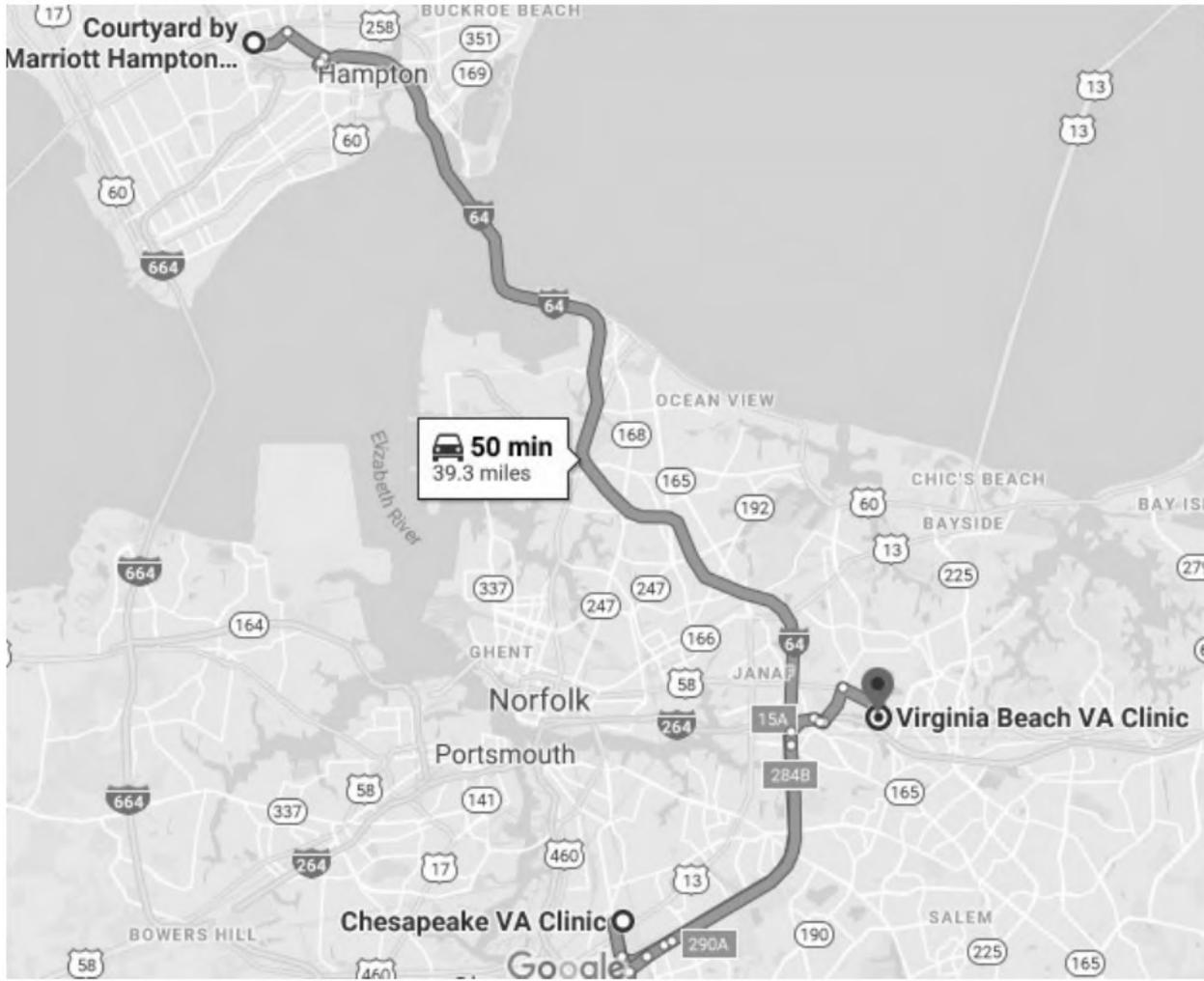
MAPS

Hampton, VA



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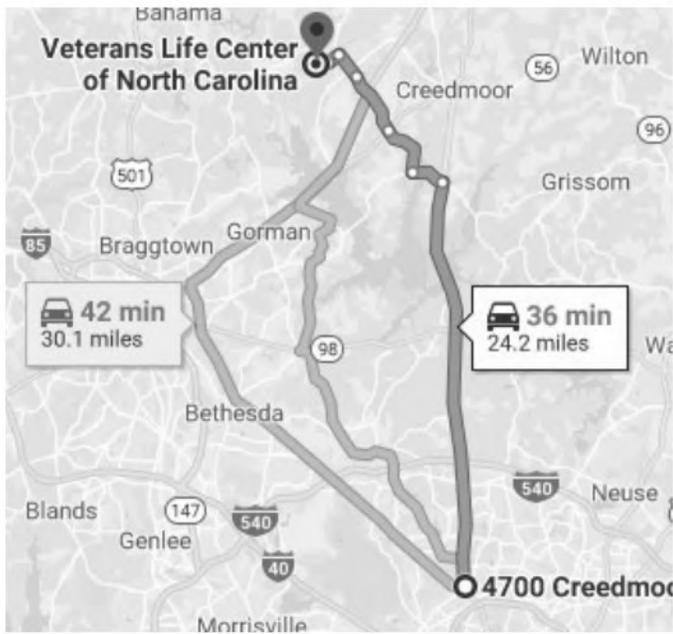
Hampton, VA - Chesapeake, VA – Virginia Beach, VA



Virginia Beach, VA – Raleigh, NC



Raleigh, NC – Butner



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Butner, NC – Washington, DC



<u>LOCATION(S)</u>	<u>DRIVE TIME</u>	<u>MILES</u>
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	

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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

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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)*

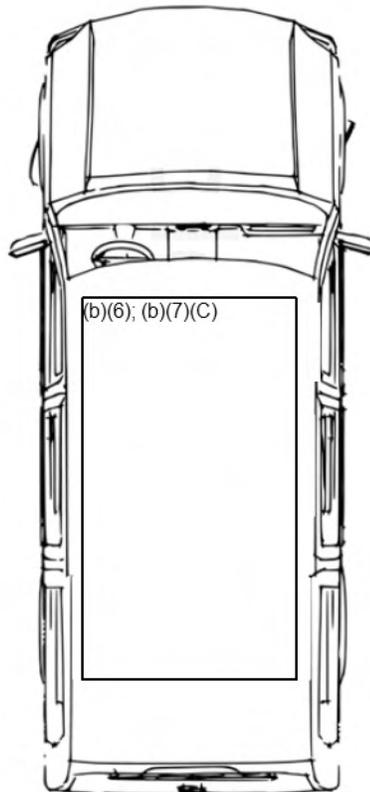
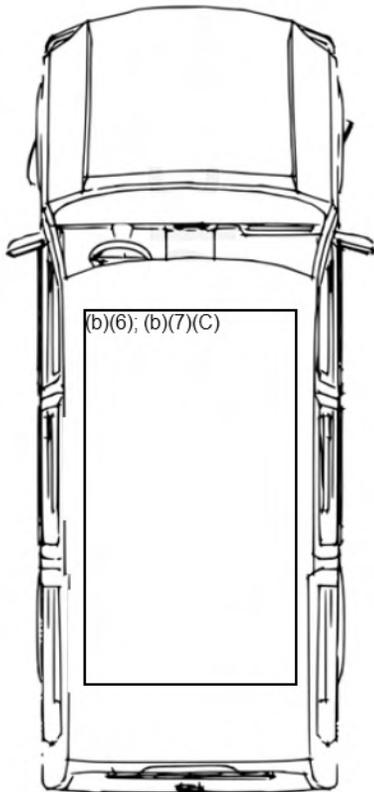
American Airlines 5294 PHL-BWI 1825 – 1933 *(1 h 8 min)*

MOTORCADE LOAD PLAN
June 30 – Aug 1, 2020

ALL MOVEMENTS:

LIMO:

CHASE:



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

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 #: VXXXXXXXXXX (b)(6) XXXX Amount: 92.06 Auth: 052753 Signature on File	
		BALANCE:	0.00

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



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: 213CYV

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		
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Courtyard Hampton Marriott (COURTYARD BY MARRIOTT)

1917 Coliseum Dr Hampton VA 23666

Number of Rooms: 1

Phone: 1 757 838-3300

Rate: USD 79.00

Check Out: Friday, 31JUL 2020

Room Type: GOVA00

Confirmation Number: 85258405

Fax: 1 757 838-6387

Room GUARANTEED TO VISA

Reserved For: TUCKER BROOKS

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		
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Embassy Suites By Hilton Raleigh (EMBASSY SUITES)

4700 Creedmoor Road Raleigh NC 27612

Number of Rooms: 1

Phone: 1-919-881-0000

Rate: USD 120.00

Check Out: Saturday, 1AUG 2020

Room Type: A0PA8V

Confirmation Number: 88356405

Fax: 1-919-782-7225

Room GUARANTEED TO VISA

Reserved For: TUCKER BROOKS

Guaranteed to: VI*****(b)(6)

Hotel cancellation policy: 24 HR CANCEL REQUIRED

Approximate total: TTL-135.90 USD

AIR Saturday, 1AUG 2020		
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Southwest Airlines

From: Raleigh/Durham NC, USA

To: Baltimore Wash MD, USA

Stops: Nonstop

Flight Number: 1052

Depart: 6:25 PM

Arrive: 7:30 PM

Duration: 1 hour(s) 5 minute(s)

Status: CONFIRMED

Class: P- Coach/Economy

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) (Ixxxx00215)
Service Fee: (b)(4) (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 XXXXXXXXXXXXX0215
ZPIZSOUTHWEST AIR ELECTRONIC TICKET NUMBER IS 5267419820175
ZPIZINVOICE NUMBER IS 006361
ZPIZSERVICE FEE***** (b)(4) *****
ZPIZTICKETED FARE***** (b)(4) *****
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 AGENCY'S 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.

101004590
**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:
HH #
AL:
Car:

GVT

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 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 (101004590/ 101004590)

Agency Reference Number: 213CYV

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		
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Courtyard Hampton Marriott (COURTYARD BY MARRIOTT)

1917 Coliseum Dr Hampton VA 23666

Number of Rooms: 1

Phone: 1 757 838-3300

Rate: USD 79.00

Check Out: Friday, 31JUL 2020

Room Type: GOVA00

Confirmation Number: 85258405

Fax: 1 757 838-6387

Room GUARANTEED TO VISA

Reserved For: TUCKER BROOKS

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		
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Embassy Suites By Hilton Raleigh (EMBASSY SUITES)

4700 Creedmoor Road Raleigh NC 27612

Number of Rooms: 1

Phone: 1-919-881-0000

Rate: USD 120.00

Check Out: Saturday, 1AUG 2020

Room Type: A0PA8V

Confirmation Number: 88356405

Fax: 1-919-782-7225

Room GUARANTEED TO VISA

Reserved For: TUCKER BROOKS

Guaranteed to: VI*****(b)(6)

Hotel cancellation policy: 24 HR CANCEL REQUIRED

Approximate total: TTL-135.90 USD

AIR Saturday, 1AUG 2020		
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Southwest Airlines

From: Raleigh/Durham NC, USA

To: Baltimore Wash MD, USA

Stops: Nonstop

Flight Number: 1052

Depart: 6:25 PM

Arrive: 7:30 PM

Duration: 1 hour(s) 5 minute(s)

Status: CONFIRMED

Class: P- Coach/Economy

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) xxx00215)
Service Fee: (b)(4) (VIxxx00215)
Total Invoiced: (b)(4)

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 XXXXXXXXXXXXX0215
ZPIZSOUTHWEST AIR ELECTRONIC TICKET NUMBER IS 5267419820175
ZPIZINVOICE NUMBER IS 006361
ZPIZSERVICE FEE***** (b)(4) *****
ZPIZTICKETED FARE***** (b)(4) *****
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.

101004590
**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: TUCKER, BROOKS.D	e-Ticket Number: 5267419820175	Reservation Number: 213CYV	Issue Date: July 23, 2020
Invoice Number: 00636166	Total Charges to Date: USD 252.88		

Agency Details

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: KV4XG5	Status: Confirmed	
Depart: Raleigh Durham Intl Arpt (RDU) Raleigh-Durham 6:25 PM	Arrive: Baltimore Washington Intl Arpt (BWI) Baltimore 7:30 PM	Class Of Service: 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
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101004590
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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



Agency Phone:

877-813-5900

Fare Information

Service Fee: (MCO Number : 8900808037383)

USD (b)(4)

Total Invoice:

USD

Agent Comments

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101004590

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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	e-Ticket Number: 5267419820175	Reservation Number: 2I3CYV	Issue Date: July 23, 2020
Invoice Number: 00636166	Total Charges to Date: USD 197.99		

Agency Details

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

6:25 PM

Misc - May 18, 2021

Location Info:

Phone:

Other Info:

Number of Persons: 1

Remark: THIS DATE FOR
ACCOUNTING PURPOSES
ONLY

Agent Comments

DUE TO RECENT CHANGES IN THE GOV CITY PAIR PROGRAM
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101004590

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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 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: 213CYV

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 From: Raleigh/Durham NC, USA To: Baltimore Wash MD, USA Stops: Nonstop Equipment: Boeing 737 Jet DEPARTS RDU TERMINAL 1 Fare Basis: PCA Southwest Airlines Confirmation number is KV4XG5	Flight Number: 1052 Depart: 6:25 PM Arrive: 7:30 PM Duration: 1 hour(s) 5 minute(s) Status: CONFIRMED	Class: P- Coach/Economy Miles: 257 / 411 KM	

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: (b)(4) USD
 Form of Payment: VI*****00215

Base Fare: (b)(4)
 Tax: (b)(4)
 Air Fare: (b)(4)xxxx00215)
 Total Air Fare: (b)(4)
 Service Fee: (b)(4)xxxx00215)
 Total Invoiced: 197.99

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SOUTHWEST

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1010O4590

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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.** 0.07 miles
Terminal Rd is 0.1 miles past Air Cargo Service Rd
-  **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.** 0.11 miles
If you are on Stewart Ave and reach Zachary Ln you've gone about 0.1 miles too far
-  **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



Take the 1st left to stay on Pleasant Plains Rd.

1.18 miles

Pleasant Plains Rd is 0.2 miles past Kingsberry Dr

If you reach the end of Davidson Farm Rd you've gone about 0.1 miles too far



(b)(6)



Book a hotel tonight and save with some great deals!

(1-877-577-5766)



Car trouble mid-trip? MapQuest Roadside Assistance is here:

(1-888-461-3625)