SEMIANNUAL REPORT OF PAYMENTS ACCEPTED FROM A NON-FEDERAL SOURCE

Form Approval.: **0416-GSA-SA**

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This report implements 31 U.S.C. 1353. It does not supersede other reports that may have to be filled when travel expenses are accepted under other authority. For definition and policies, see 41 CFR part 304-1.

REPORTING DEPARTMENT OR AGENCY

REPORTING PERIOD

☐ OCTOBER 1 - MARCH 31 *(Year)* ☐ APRIL 1 - SEPTEMBER 30 *(Year)* ☐ NEGATIVE REPORT

	TRAVELER *(Name/Title)*	EVENT DESCRIPTION/SPONSOR/ DATES	LOCATION AND TRAVEL DATES	BENEFITS ACCEPTED SOURCE	DESCRIPTION	CHECK	IN-KIND	AMOUNT
EXAMPLES	John Smith Secretary	Conference on Asia-Pacific Relations sponsored by Asia-Pacific Forum.	San Francisco, CA 8/11-13/93	Asia-Pacific Forum Pacific Rim Assoc.	Hotel Air Transportation Meals	X	X X	$280 825 120
EXAMPLES	Joyce Smith Spouse of Secretary	Conference on Asia-Pacific Relations sponsored by Asia-Pacific Forum.	San Francisco, CA 8/11-13/93	Asia-Pacific Forum Pacific Rim Assoc.	Air Transportation Meals	X	X	$825 120
NAME CSM James G. Scullion TITLE Command Sergeant Major, Combined Arms Center-Training (CAC-T)	DESCRIPTION Global Force Symposium and Exposition (GFSE) SPONSOR Association of the United States Army (AUSA) DATES: 26-28 Mar 2019	LOCATION Huntsville, AL DATES 26 & 28 Mar 2019	AUSA	Hotel Air Transportation Meals Other	☐ ☐ ☐ ☐	X X X X	220.20 759.17 137.50 110.31
NAME CSM Christopher A. Prosser TITLE Command Sergeant Major, Mission Command Center of Excellance (MCCoE)	DESCRIPTION Global Force Symposium and Exposition (GFSE) SPONSOR Association of the United States Army (AUSA) DATES: 26-28 Mar 2019	LOCATION Huntsville, AL DATES 26 & 28 Mar 2019	AUSA	Hotel Air Transportation Meals Other	☐ ☐ ☐ ☐	X X X X	782.25 912.00 192.50 388.10
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NAME TITLE	DESCRIPTION SPONSOR DATES:	LOCATION DATES			☐ ☐ ☐ ☐	☐ ☐ ☐ ☐	

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STANDARD FORM 326 (2-98)
Prescribed by GSA/OGE (41 CFR 301-1)

TRAVELER *(Name/Title)*	EVENT DESCRIPTION/SPONSOR/DATES	LOCATION AND TRAVEL DATES	BENEFITS ACCEPTED				
			SOURCE	DESCRIPTION	CHECK	IN-KIND	AMOUNT
NAME	DESCRIPTION	LOCATION					
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