

From: "████████>

To: "████████>

Subject: Please email me your airfare & hotel itin today. Thanks

Date: Tue, 09 Jul 2019 23:38:50 +0000

Importance: Normal

Traveler,

Each time you book a trip, you should check these links to see the maximum lodging allowed for your destination city & if the office will be able to reimburse you for room taxes.

- **Click here - is the city lodging tax exempt?**

State/City tax exempt link https://usanet.usa.doj.gov/staffs/RMP/_layouts/15/WopiFrame2.aspx?sourcedoc=/staffs/RMP/RMP%20Document%20Library/TravelStateTaxExemption.pdf&action=default
<https://www.gsa.gov/travel/plan-book/state-tax-exemption-information-for-government-charge-cards>

If applicable, print & submit form to hotel front desk *Lodging taxes will no longer be reimbursed for cities that allow an exemption.*

- Click here [Per diem Rates](#) link - the **maximum lodging reimbursable** for your destination is [Per diem Rates](#) link
Misc. fees maybe considered part of the per night rate & may need to be factored into the total per night cost

- **PIV Card Driven Link - [E2 Solutions](#)**, select USA identity provider *OR* Password Driven link - [Click here to log back into the System](#).

You or your legal asst. should create an E2 travel auth. & book air, rail & or hotel in E2 [E2 Solutions](#), today

Be sure to complete the process by clicking send to approver at the end,. This is the only way your request can **reach █ for approval.**

- **Rental Cars**

Travelers must reserve rental cars via E2-[E2 Solutions](#) to ensure the rental car company is under the [U.S. Government Car Rental Agreement](#). Only **Compact or Economy** vehicles are authorized. Contact travel coordinator for acceptable justifications/ authorization for bothe vehicle classes Refueling charges charged by the rental car company cannot be reimbursed *Be sure to gas up BEFORE you return the car*
For travel to TDY sites that are less than 400 miles in distance, the GOV must be used when available. If the GOV is not available, the traveler should then consider the least costly economy rental vehicle
The traveler must decline insurance coverage within CONUS but accept the coverage when traveling in OCONUS and foreign locations areas.

- **Receipts/ Expense claims must be submitted the day after the trip is completed**

From: █████████>

Sent: Tuesday, July 09, 2019 2:09 PM

To: █████████>; █████████>

Cc: █████████>; █████████>

Subject: RE: travel approval request

Thanks!

From: █████████>

Sent: Tuesday, July 9, 2019 2:08 PM

To: █████████>; █████████>

Cc: [REDACTED] >

Subject: RE: travel approval request

Approved for the travel and necessary conference room.

Thank you for correctly setting your priorities.

From: [REDACTED] >

Sent: Tuesday, July 09, 2019 2:00 PM

To: [REDACTED] >; [REDACTED] >

Cc: [REDACTED] >

Subject: RE: travel approval request

Hi [REDACTED],

In connection with the Epstein case (2018R01618), we would like to request permission to travel this week for victim interviews in Palm Beach, Florida. Our agents will be there starting tomorrow, through Sunday, and our current plan is for some combination of our team ([REDACTED], [REDACTED], and me) to be there from Thursday*** through Sunday. And also same as last time, we'd like to ask permission to reserve a conference room at the hotel for those four days.

Thanks very much,

[REDACTED]

***we would never miss the BBQ.

From: [REDACTED] >

Sent: Wednesday, June 12, 2019 3:28 PM

To: [REDACTED] >

Cc: [REDACTED] >; [REDACTED] >

Subject: RE: travel approval request

Approved.

From: [REDACTED] >

Sent: Wednesday, June 12, 2019 2:51 PM

To: [REDACTED] >

Cc: [REDACTED] >; [REDACTED] >

Subject: RE: travel approval request

[REDACTED],

Again in connection with the Epstein investigation (2018R01618), we'd like to please request permission to travel next week for a victim interview in Los Angeles. As of now we tentatively expect to fly down Wednesday and return no later than Friday (and will keep the timeframe as short as scheduling allows). The trip will be some combination of me, [REDACTED], and/or [REDACTED], as previously. And also same as last time, we'd like to ask permission to reserve a conference room at the hotel on Thursday for the interview, please.

thanks very much,

[REDACTED].

EFTA00015586

From: [REDACTED])

Sent: Friday, May 24, 2019 14:57

To: [REDACTED]>

Cc: [REDACTED]>; [REDACTED]>; [REDACTED]

Subject: RE: travel approval request

[REDACTED]

Again in connection with the Epstein investigation, we'd like to please request permission to travel for approximately three days next week for meetings and interviews in West Palm Beach, Florida. As of now we tentatively expect to fly down Tuesday night and return on Wednesday or Thursday (and will keep the timeframe as short as scheduling allows).

Unfortunately we're still trying to pin down timing for interviewing the victims, so depending on the timing it will either be me and [REDACTED] or [REDACTED] and [REDACTED], but we wanted to ask for permission now either way so we weren't doing it super last minute after the holiday on Tuesday. And also same as last time, we'd like to ask permission to reserve a conference room at the hotel for the interviews, please.

thanks very much,

[REDACTED].

From: [REDACTED])

Sent: Wednesday, April 03, 2019 20:57

To: [REDACTED]>

Subject: RE: travel approval request

Thank you

From: [REDACTED]>

Sent: Wednesday, April 03, 2019 20:46

To: [REDACTED]>

Cc: [REDACTED]>; [REDACTED]>

Subject: Re: travel approval request

Approved

Sent from my iPad

On Apr 3, 2019, at 8:02 PM, [REDACTED]> wrote:

[REDACTED]

For the same case as below, *United States v. Epstein*, 2018R01618, an investigation relating to enticement of minors for sexual activity, [REDACTED] and I would like to please request permission to travel for approximately three days next week for meetings and interviews in West Palm Beach, Florida. As of now we tentatively expect to fly down Tuesday night and return on Friday, though we will shorten the timeframe if scheduling allows.

Please let us know if any other information would be helpful, and thanks very much.

[REDACTED].

EFTA00015587

From: [REDACTED])

Sent: Thursday, March 14, 2019 18:32

To: [REDACTED]>

Cc: [REDACTED]>

Subject: travel approval request

[REDACTED]

[REDACTED] and I would like to please request permission for travel for *United States v. Epstein*, 2018R01618, an investigation relating to enticement of minors for sexual activity, for two days of meetings and interviews in West Palm Beach and/or Fort Lauderdale, Florida. As of now we're hoping to fly down next Wednesday night and return on Saturday.

Please let us know if any other information would be helpful, and thanks as always.

[REDACTED].

[REDACTED]
Assistant U.S. Attorney
Southern District of New York
[REDACTED]

EFTA00015588