

From: "████████>

To: "████████>,"████████" >,"████████")"
<████████>
Cc: "████████>,"████████ (████████)"
<████████>

Subject: Hotel and Conference room - West Palm Beach on November 4

Date: Tue, 22 Oct 2019 19:11:27 +0000

Importance: High

Attachments: Florida_Tax_Exemption_Certificate.pdf

Hi,

Please see █████ or █████ re: the conference room.

Please be sure that your legal asst. creates/submits a travel authorization in E2 for █ to officially fund & approve.

Be sure that the hotel does not bill you for the room taxes

Thanks

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 [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
- 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.*
- 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 █ Tyrrell for approval.
- Please email me a copy of your CWT air / rail e-ticket email & or hotel reservation confirmation
- 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: [REDACTED] >
Sent: Tuesday, October 22, 2019 2:03 PM
To: [REDACTED] >
Cc: [REDACTED] >; [REDACTED] <[REDACTED]>; [REDACTED] >; [REDACTED] >
Subject: RE: travel approval request

Thanks very much.

From: [REDACTED] >
Sent: Tuesday, October 22, 2019 14:00
To: [REDACTED] >
Cc: [REDACTED] >; [REDACTED] <[REDACTED]>; [REDACTED] >; [REDACTED] >
Subject: RE: travel approval request

Approved for both and the conference room.

From: [REDACTED] >
Sent: Tuesday, October 22, 2019 1:55 PM
To: [REDACTED] >
Cc: [REDACTED] >; [REDACTED] <[REDACTED]>; [REDACTED] >; [REDACTED] >
Subject: RE: travel approval request

[REDACTED]

Similar to prior requests in connection with the Epstein investigation (2018R01618), we'd like to please request permission to travel next week for an interview in West Palm Beach on November 4. It will just be me and [REDACTED], and we'll travel some combination of the 3rd to the 5th. And also same as last time, we'd like to ask permission to reserve a conference room at the hotel on that Monday for the interview, please.

thanks very much,

[REDACTED].

From: [REDACTED] >
Sent: Wednesday, June 12, 2019 14:51
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].

From: [REDACTED])

Sent: Friday, May 24, 2019 14:57

To: [REDACTED]>

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

EFTA00019715

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]

EFTA00019716