SEMIANNUAL REPORT OF PAYMENTS ACCEPTED FROM A NON-FEDERAL SOURCE

Form Approval No.: **0416-GSA-SA**

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

REPORTING DEPARTMENT OR AGENCY: INTERNATIONAL TRADE ADMINISTRATION

(1) REPORTING PERIOD: ☐ OCTOBER 1 - MARCH 31 *(Year)* ☐ APRIL 1 - SEPTEMBER 30 (Year) April 2018 ☐ 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: MAJ Elinor J. Kim, Trial Attorney, KFLD (2)	DESCRIPTION: Conference on Construction Law sponsored by American Bar Association (3)	LOCATION: New Orleans, LA 11-14 April 2018 (4)	American Bar Association, Forum on Construction Law (5)	Hotel (10)		✔		601.58
				Conf. Registratio			✔	400.00
TITLE (6)	SPONSOR (7)	DATES (9)		Forum Membership		✔		25.00
	DATES: (8)							
NAME	DESCRIPTION	LOCATION						
TITLE	SPONSOR	DATES						
	DATES:							
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