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SAPC No. 24308

February 13, 1958

Hycor Manufacturing Company
Pasadena, California

Reference: Contract OS-100

Gentlemen:

Attached is travel itinerary of [redacted]. The itinerary and other expenses shown should be transferred to Form 1012 and that form signed by traveler and forwarded to this office for computation and credit. Your attention is directed to file Reference 23943 for instructions in preparing Form 1012.

25X1A

It is further requested that traveler indicate on Form 1012 if Government furnished quarters were occupied at any time during period of claim. This includes travel to and from destination and while at Atsugi.

25X1A

[redacted] airline ticket stub evidencing travel between San Francisco and Los Angeles has been retained by this office and will be processed upon receipt of his Form 1012.

Very truly yours,

[redacted signature]

25X1A

Attachment: a/s

Distribution:

- 0 & 1 - Addressee w/att
- 3 - Pers file
- 4 - [redacted] 100
- 5 - Fin Reading
- 6 - Chrono

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[redacted] /13 Feb 1958

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