

**SEMIANNUAL REPORT OF PAYMENTS ACCEPTED FROM A NON-FEDERAL SOURCE**

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

**[REPLACE WITH REPORTING AGENCY NAME]**

**[REPLACE WITH SUB-AGENCY NAME]**

**Agency Contact:** James F. Hayes james.hayes@deca.mil

**REPORTING PERIOD:**  
OCTOBER 1,  
2012- MARCH  
31, 2013

**REPORTING PERIOD:** APRIL  
1 - SEPTEMBER  
30, 2013

**NEGATIVE  
REPORT**

No.	TRAVELER	EVENT DESCRIPTION & EVENT SPONSOR	EVENT DATE(S) [MM/DD/YYYY-MM/DD/YYYY]:	LOCATION AND TRAVEL DATE(S) [MM/DD/YYYY-MM/DD/YYYY]	BENEFIT SOURCE	BENEFIT DESCRIPTION	PAYMENT BY CHECK	PAYMENT IN-KIND	TOTAL AMOUNT
EX	<b>TRAVELER NAME</b>	<b>EVENT DESCRIPTION</b>	<b>BEGINNING DATE</b> [MM/DD/YYYY]	<b>LOCATION</b>	<b>BENEFIT SOURCE</b>  Asia Pacific Forum Pacific Rim Foundation				
	John Smith	Conference on Asia-Pacific Relations	8/11/2011	San Francisco, CA		Hotel		X	\$280
	<b>TRAVELER TITLE</b>	<b>EVENT SPONSOR</b>	<b>ENDING DATE</b> [MM/DD/YYYY]	<b>TRAVEL DATE(S)</b>		Air Transportation	X		\$825
	Secretary	Asia-Pacific Forum	8/12/2011	8/11/2011-8/13/2011	Meals		X	\$120	
1	<b>TRAVELER NAME</b>	<b>EVENT DESCRIPTION</b>	<b>BEGINNING DATE</b> [MM/DD/YYYY]	<b>LOCATION</b>	<b>BENEFIT SOURCE</b>  United Fresh				
	Deborah Horton	Produce Conference	5/15/2013	San Diego CA		Hotel		x	\$560.60
	<b>TRAVELER TITLE</b>	<b>EVENT SPONSOR</b>	<b>ENDING DATE</b> [MM/DD/YYYY]	<b>TRAVEL DATE(S)</b>		Tramsportation		x	\$693.80
	Produce Mgr	United Fresh	5/17/2013	05/15/2013-05/17/2013	meals		x	\$975.00	
2	<b>TRAVELER NAME</b>	<b>EVENT DESCRIPTION</b>	<b>BEGINNING DATE</b> [MM/DD/YYYY]	<b>LOCATION</b>	<b>BENEFIT SOURCE</b>  United Fresh				
	Maureen McCarthy	Produce Conference	5/15/2013	SanDiego CA		Hotel		x	\$560.60
	<b>TRAVELER TITLE</b>	<b>EVENT SPONSOR</b>	<b>ENDING DATE</b> [MM/DD/YYYY]	<b>TRAVEL DATE(S)</b>		Tramsportation		x	\$598.30
	Produce Mgr	United Fresh	5/17/2013	05/15/2013-05/17/2013	Meals		x	\$975.00	
3	<b>TRAVELER NAME</b>	<b>EVENT DESCRIPTION</b>	<b>BEGINNING DATE</b> [MM/DD/YYYY]	<b>LOCATION</b>	<b>BENEFIT SOURCE</b>				
	<b>TRAVELER TITLE</b>	<b>EVENT SPONSOR</b>	<b>ENDING DATE</b> [MM/DD/YYYY]	<b>TRAVEL DATE(S)</b>					