

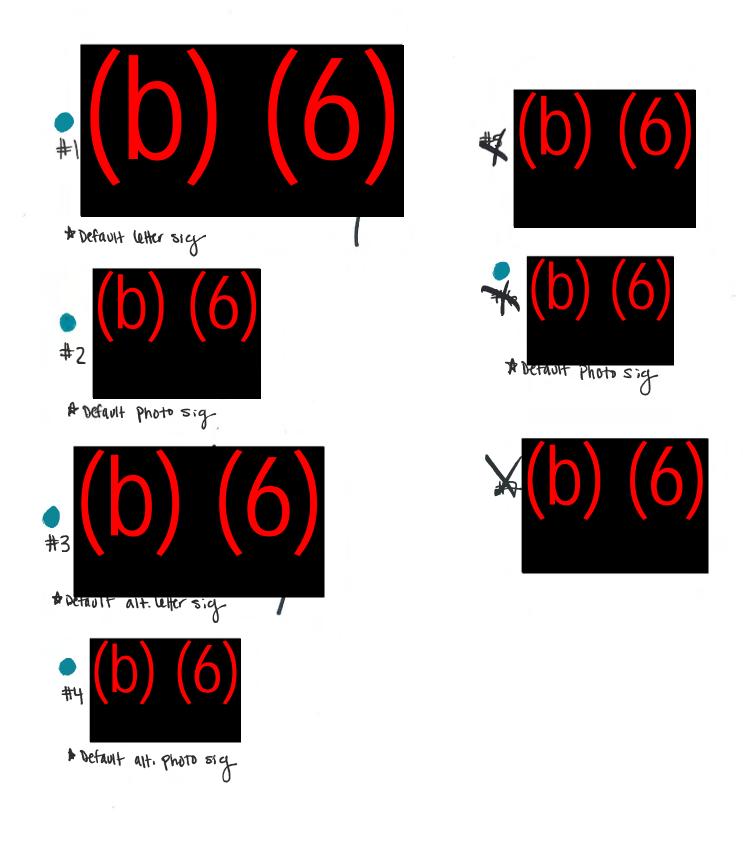
More Stamps Please!

To: Desiree	Iliams - WPMABH <cheryl.d.williams@gsa.gov> e Thompson (b) (6)</cheryl.d.williams@gsa.gov>	Wed, Jul 21, 2021 at 2:05 PM
Cc: Kathy (Harrison <mark>(b</mark>	Geisler - WPXP <kathleen.geisler@gsa.gov>, Kaitlyn Schneider - QN</kathleen.geisler@gsa.gov>	MDDD <kaitlyn.schneider@gsa.gov>, Beau</kaitlyn.schneider@gsa.gov>
Postage	e is uploaded	
On Wed,	, Jul 21, 2021 at 4:23 PM Desiree Thompson (b) (6)	wrote:
This is	s our final FINAL order!	
Desi	ree Thompson Sayle	
Directo	or of Correspondence	
Office	of Donald J. Trump	
(b) (6)		
(b) (6)		
I		
_		
GSA		
054	U.S. General Services Administration	
	Cheryl D. Williams Manager, Supply Procurement & Mail Presidential Transition Team	Operations
	Washington, DC 20270 (b) (6) cell email: cheryl.d.williams@gsa.gov	



Kathy Geisler - WPXP <kathleen.geisler@gsa.gov></kathleen.geisler@gsa.gov>	Tue, Jul 20, 2021 at 1:52 PI
To: Desiree Thompson <mark>(b) (6)</mark> Cc: Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov>, Beau Harrison <mark>(b) (6)</mark> Williams - WPMABH <cheryl.d.williams@gsa.gov></cheryl.d.williams@gsa.gov></kaitlyn.schneider@gsa.gov>	, Cheryl
Just so I'm clear, you want these 4 signatures that are numbered on the USB drive? old request? Is there only one for MT?	And you want MT signature from the
On Tue, Jul 20, 2021 at 4:42 PM Desiree Thompson (b) (6)	wrote:
Let me know if you received this originally and if the attached will work. Des	
From: Desiree Thompson (b) (6) Date: Tuesday, July 13, 2021 at 2:28 PM To: Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov>, Ka <kathleen.geisler@gsa.gov> Cc: Beau Harrison (b) (6) Subject: Signatures for Autopen Machine Hello ladies, I have attached 4 DJT approved signatures to add to an SD card to all items. Will you please let me know if you need me to fill out any forms for the sign 4 if that works. Please ignore the signatures for Mrs. Trump. Des</kathleen.geisler@gsa.gov></kaitlyn.schneider@gsa.gov>	low up greater flexibility in signing
Desiree Thompson Sayle	
Director of Correspondence	
Office of Donald J. Trump	
(b) (6) (b) (6)	

Director Program Execution Division Office of Portfolio Management and Real Estate (b) (6) (desk) (b) (6) (cell)



Please ask for regular pen, signature #____
Please note: There is no need to specify a preference if you want the default sig-



Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov>

Please Submit Final Payroll Memo for 7/17 - 7/21 - DUE ASAP

Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov> To: Beau Harrison (b) (6) Cc: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov></kathleen.geisler@gsa.gov></kaitlyn.schneider@gsa.gov>	Wed, Jul 21, 2021 at 11:45 AM
Thank you so much!	
Kaitlyn Schneider U.S. General Services Administration w: (b) (6)	
On Wed, Jul 21, 2021 at 11:43 AM Beau Harrison (b) (6)	wrote:
Memo attached!	
From: Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.go Date: Wednesday, July 21, 2021 at 2:28 PM To: Beau Harrison (b) (6) Cc: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov> Subject: Please Submit Final Payroll Memo for 7/17 - 7/21 - D Good afternoon Beau,</kathleen.geisler@gsa.gov></kaitlyn.schneider@gsa.go 	
Can you please submit a final memo to reflect the final 3 work of	lave in the transition period
Can you please sublint a final memo to reflect the final 3 work t	lays in the transition period.
Thank you,	
Kaitlyn	
Kaitlyn Schneider	
U.S. General Services Administration	
w: (b) (6)	



July 21, 2021

To Whom It May Concern,

The Office of Outgoing President Donald J. Trump requests that GSA pay the employees listed below at the previously established rate of pay for the days identified below.

Additions since last memo: NONE

Departures since last memo: NONE

As a designee of the outgoing President for the purposes of authorizing spending against the Outgoing Presidential Transition appropriation, I approve this documentation of the days for which the employees below should be paid.

Please let me know if you have any questions.

Sincerely,



Beau Harrison Office of Donald J. Trump

	7/18	7/19	7/20	7/21
Name	Sun	Mon	Tue	Wed
Dan				
Scavino				\mathbf{b}
Molly				
Michael				
Nicholas				
Luna				
Beau				
Harrison				
Stephen				
Miller				
Hayley				
D'Antuono				
Marcia				
Kelly				
Eliza				
Thurston				
Desiree				
Thompson		-		
(b) (6)				
		-		
(b) (6)				
(b) (6)				
(b) (6)				



Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov>

Final OA for One Potomac Yard

Beau Harrison (b) (6)

To: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov> Cc: Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov> Wed, Jul 21, 2021 at 9:44 AM

Signed copy attached! Thank you. And yes – this email will still remain active.

From: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov> Date: Wednesday, July 21, 2021 at 9:25 AM To: Beau Harrison (b) (6) Cc: Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov> Subject: Final OA for One Potomac Yard

Beau -- this is the final OA for One Potomac Yard. Your original OA ended on February 28 because the lease expired. They finally signed the lease extension and this OA will take you through July. This is for our records.

Please sign and return today, if possible.

Also, in case we have outstanding issues can we continue to reach you on this email address as you transition to the Former President's staff.

Thank you, Kathy

Kathleen K. Geisler

Director

Program Execution Division

Office of Portfolio Management and Real Estate

(b)	(6)	(desk)
(b)	(6)	(cell)

Final OA Signed - One Potomac Yard.pdf

Signed Agreement and Financial Summary

OCCUPANCY AGREEMENT Between GSA TRANS OUT PRES (4728) And GENERAL SERVICES ADMINISTRATION

AVA09142	Draft	Version:	10	Date Last Modified:	20-Jul-2021
VA0907ZZ		LVA01718		Late Replacement	

GSA TRANS OUT PRES (Code 4728) will occupy 4,478.50 usable (5,353.04 rentable) square feet of space and 0 structured parking spaces and 0 surface parking spaces at ONE POTOMAC YARD (VA0907) located at 2777 Crystal Dr, ARLINGTON, VA, for a period of 7 months commencing on or about 01/20/2021.

GSA TRANS OUT PRES (Code 4728) will pay the General Services Administration rent in accordance with the attached page(s). The rental will be adjusted annually for operating cost and real estate taxes.

GSA TRANS OUT PRES (Code 4728) will pay the General Services Administration additional rent for prorated share of joint use space associated with this location, if any.

Additional/reduced services are shown on the attached Occupancy Agreement Financial Summary.

Mandatory Clauses

Promoting Efficient Spending

Reduce the Footprint

The Office of Management and Budget Memorandum, "Promoting Efficient Spending to Support Agency Operations" issued on May 11, 2012 and Management Procedures Memorandum issued on March 25, 2015, have established a Reduce the Footprint policy for executive agencies. GSA TRANS OUT PRES is responsible for making sure their space request is consistent with any applicable square foot reduction targets and can contact TotalWorkplace@gsa.gov for help developing agency-wide space design standards that optimize their space usage.

Federal Specific Mandatory Clauses

Federal Construction

In the case of Federal construction, the parties agree that PBS is responsible for providing the funds necessary to acquire land (if appropriate), design and construct the building shell, and fund the tenant agency's tenant improvement allowance. The tenant agency is responsible for any tenant improvement costs in excess of the tenant improvement allowance. The parties further agree that savings or cost over-runs on the acquisition of land or the design and construction of building shell will not result in increases or decreases in the tenant allowance amount, except in the case of prospectus level projects, where bids for the construction of the shell are over the approved budget. In this case, it is permissible to lower the tenant allowance in order to increase the shell budget, but only with approval of the tenant agency. The tenant agency can appeal to the PBS asset manager in cases in which the agency's assigned tenant improvement

allowance is inadequate to provide basic functionality for the space.

Building Services

Building services to be provided are outlined in the PBS Pricing Desk Guide. Additional or upgraded services beyond those identified are provided by PBS on a reimbursable basis. Charges for certain recurring reimbursable services may be billed on the PBS Bill. Recurring charges for overtime utilities, enhanced custodial services, mechanical O&M HVAC, mechanical O&M Other and additional guard services are eligible for billing on the PBS Bill provided the tenant agency has been designated as a "participating agency". The charges must be initiated by the tenant agency and renewed annually. The recurring RWA processing fee will be assessed against each service billed.

Federal Rent Charges

Federal rental charges will consist of a shell rent plus amortized tenant improvements, if applicable. There may be additional charges for operating expenses, security, joint use, parking, and other space items such as antennas. In 2017, GSA transitions to 10-year rates for occupancies in buildings where new appraisals are available. OAs will be transitioned to a 10-year rate as the current shell rate terms expire. The shell or "as is" rent will be reset every 10 years. For OAs in a building without a new 10-year appraisal, the shell rate or as is rate will continue to be set for periods up to but not beyond 5 years. These OAs will transition to the new 10-year rate no later than FY22 as their current rate terms expire. In the case of buildings priced on a "Return on Investment" approach, the rent attributable to the original shell improvements will remain level for the duration of the OA. If additional capitalized shell replacements or improvements are made, the Shell Rent rate will be adjusted every 5 years to reflect the additional investment. Charges for operating expenses, joint use space, parking, antennas and security may be adjusted on an annual basis.

Obligation to Pay Rent

The Tenant agency's obligation to pay rent for the space governed by this OA commences when both of the following occur: the space is substantially complete and operationally functional. Occupancy and rent start will be coordinated with the Tenant.

1. The space is ready for occupancy of personal property, typically the substantial completion date. Substantial completion is signaled by PBS's acceptance of the space as substantially complete in accordance with the general construction contract documents. "Substantially complete" and "substantial completion" mean that the work, the common and other areas of the building, and all other things necessary for the Government's access to the premises and occupancy, possession, use and enjoyment thereof, as provided in the general construction contract, have been completed or obtained, excepting only such minor matters as do not interfere with or materially diminish such access, occupancy, possession, use or enjoyment

. PBS will offer to an authorized representative of the Tenant the opportunity to participate in a walk-through of the space prior to final acceptance of the space as substantially complete by PBS. The authorized representative of the Tenant will make himself or herself available so as to not delay the walk-through of the space. The authorized representatives of PBS and the Tenant will itemize any defects and omissions (D&Os, or "punch list") of the construction project that will need to be corrected prior to final contract payment. Provided that the D&Os are minor matters not materially diminishing use of the space, the authorized representative of PBS, acting on behalf of the Government and its Tenant, will determine substantial completion.

2. The space is operationally functional. Operationally functional means that the building systems included in the general construction contract must function and GSA-provided building-specific safety and security features must be operational. Related space that is necessary for a Tenant to function due to workflow adjacencies must be complete before rent commences

For large projects that entail phased occupancy of the Tenant's space, rent will commence on the individual

blocks of space when they are substantially complete and operationally functional. The blocks will be added to the Agency Space Assignment (ASA) incrementally. In the case of phased occupancy with separate ASAs (example, different Agency/Bureau codes), the rent start date for each ASA will occur when the space associated with it is substantially complete and operationally functional.

If there is a substantial punch list for the space that would interfere with the Tenant's full access, occupancy, possession, use and enjoyment of the space, and the Tenant chooses to move in anyway, GSA will negotiate a rent discount with the Tenant while the punch list work is being completed. If after hours work is required, GSA will ensure that adequate security is provided while the contractor is in the Tenant's space.

Once the above 'substantially complete' and 'operationally functional' requirements have been met, rent will commence. GSA does not provide tenant agencies a grace period prior to rent commencement to accomplish the physical move into the space or to allow for the installation of personal property such as phones, furniture, computers, etc. However, rent should not start until those personal property items that have been included in the General Services Administration's general construction contract, such as telephone and data systems or audio/video systems, are operational unless the Tenant chooses to move into the space pursuant to the preceding paragraph.

Tenant Agency Move

In the event the space covered by this OA involves a tenant agency move, once a design and construction schedule has been established it must be incorporated into this OA. Once part of this OA, the schedule becomes binding upon the tenant agency as well as upon PBS. Delay in project completion caused by either a) tenant agency failure to meet the review and approval times provided in the construction schedule, or b) tenant changes to project scope, will be borne by the tenant agency. As a consequence of tenant-caused delay, PBS may decline to postpone the scheduled substantial completion date (thereby advancing Rent commencement for the space) by the duration of the tenant-caused delay, on a day-to-day basis; this may result in rent charges at two locations simultaneously for the tenant. Additional direct expenses caused through tenant-caused delay or changes in project scope are chargeable against the tenant allowance: in the event the tenant allowance has been exhausted, the tenant must pay the lump sum cost by RWA. In summary, the tenant is responsible for the delay claim of the affected contractor and for rent that GSA budgeted to start on the date included in the Occupancy Agreement. If partial occupancy of the building is not possible due to one agency change, that agency is liable for the other tenant's rent who are unable to occupy their space on the date contained in their Occupancy Agreement. The rent start date should be adjusted for delay of occupancy caused by PBS failing to deliver the real property on time. The rent start date should not be adjusted for delay of occupancy caused by a GSA contractor failing to install personal property on time with one exception. For those personal property items that have been included in the general construction contract, such as telephone and data systems, or audio/video systems, and the systems are not ready, the rent start date should be adjusted. Delayed furniture delivery and installation, which is not part of the general construction contract, is not reason for delaying the rent start date. In its role as building owner, PBS may also be the cause of delay. Expenses associated with PBS-caused delay incurred by the tenant, for such things as additional storage for furniture, re-procurement expense, or additional consulting fees, will be credited against the tenant's rent obligation to PBS for the new space. In the case of excusable delay (e.g., force majeure or any other delay the cause of which is beyond the reasonable control of either PBS or the tenant agency), neither PBS nor the tenant agency may pursue the other for the consequences of the delay.

Occupancy Agreement Iterations

The parties hereby agree that iterations of OAs prepared before completion of a building design, and before final security/joint use charges are provided, contain preliminary financial terms only. Financial terms in preliminary OAs are estimates for budgeting purposes, and are updated through additional OA versions as business terms evolve throughout the space acquisition. Accordingly, execution by the tenant agency on

preliminary OAs constitutes that agency's commitment to the project, and is required prior to PBS awarding any contract for: design, construction/alterations, and/or a lease. Until site purchase or contract award to a design architect, the tenant agency has the right to cancel the proposed project without financial obligation.

PBS Services

The services that PBS provides may be found in the fifth edition of the Pricing Desk Guide. Unless PBS provides otherwise in writing, the cost of these services is included in PBS's rents and fees. Any services beyond those identified in the Pricing Desk Guide are provided by PBS for an additional charge.

Alterations by Tenant Agency

The tenant agency agrees that it will undertake no alterations to the real property governed by this OA without prior approval from PBS.

Payment of Tenant Improvements

The tenant agency must pay for tenant improvements in excess of the allowance by RWA. The tenant agency also has the right to pay lump sum for tenant improvements below the allowance threshold. The ability to make lump sum payments below the allowance threshold is only available at assignment inception, and only for the customization component of the allowance in new space. In backfill or relet space, if the tenant can accept existing tenant improvements "as is" or with modifications, the tenant can elect to waive all or part of the general allowance. Further, once the tenant allowance is set, if the agency then wishes to make a lump sum payment for improvements which are charged against the allowance, PBS cannot accept payments below the allowance threshold by RWA.

Move Cost Responsibilities

At the end of this OA term, if the tenant cannot remain in the space covered by this OA, the tenant is responsible for funding the physical move to new space. In the event PBS displaces or allows another user to displace the tenant before the expiration of the OA term, PBS must fund, or require the new user to fund, the tenant's physical move, and relocation of the tenant's telecommunications equipment. PBS must also reimburse, or require the new user to reimburse, the tenant for the undepreciated value of any lump sum payments the tenant made toward tenant improvements and the Rent differential at the new location until the displaced agency has time to budget. The Rent differential is calculated on all elements of Rent except the amortized tenant improvement cost. In the event of a PBS disposal of a building or an approved prospectus project requiring the agency relocation from this space before the expiration of the OA term, PBS will fund tenant agency move costs unless PBS has provided 3 years' written notice of the action. In the event PBS provides 3 years' written notice, the agency is responsible for funding the physical move to new space.

Replacement Responsibilities

The parties agree that PBS is amortizing through a specific charge in Rent the portion of the tenant improvement allowance the tenant elects to use. The tenant has funding responsibility for replacement, renewal or alteration of tenant improvements. PBS is responsible for replacement and renewal of all building shell elements.

Financial Terms

While this Occupancy Agreement (OA) addresses financial terms that cover multiple fiscal years, the parties agree that unless otherwise specified: The tenant agency may relinquish space upon four (4) months notice. Thus, at any future time, the tenant agency's financial obligation can be reduced to four (4) months of rent, plus the unamortized balance of any tenant improvements financed through PBS, plus any rent concession not yet earned. Any free Rent or other concession given at the beginning of the occupancy term must be allocated on a pro-rata basis over the entire OA term, and the unearned balance repaid to PBS. The tenant's financial obligations for years beyond the current year do not mature until the later year(s) are reached. Thus, there is no requirement that the tenant agency certify that current year funds are available to defray future year obligations. Any free Rent or other concession given at the beginning of the occupancy term (for

all occupancy types) must be allocated on a pro-rata basis over the entire OA term, and the unearned balance repaid to PBS.

The tenant's financial obligations for years beyond the current year do not mature until the later year(s) are reached. Thus, there is no requirement that the tenant agency certify that current year funds are available to defray future year obligations.

The tenant's future years obligation to pay Rent is subject to the availability of funds, but the tenant agrees to make a good faith effort to meet its obligations as they arise.

Environmental and Safety Standards and Regulations

The tenant agency will comply with all applicable Federal, State, and local environmental, health & safety laws and regulations, such as but not limited to those issued by the U.S. Environmental Protection Agency (EPA) under Title 40 of the Code of Federal Regulations (CFR); the U.S. Occupational Safety and Health Administration (OSHA) under Title 29 of the CFR; the Federal Management Regulation sections that relate to safety and environmental management (41 CFR part 102-80, subpart B); and all applicable laws and regulations set by State and local regulatory agencies.

OA Renewal

In the event of a continued occupancy after expiration with no additional space and with no additional tenant improvements provided, the tenant agency will be financially responsible for an extension of this agreement at the market rates in place at the time of the expiration. The rates and term of the extension will be set according to the policy at the time of the extension. The tenant agency rights to relinquish space as specified in this OA remain in effect.

Other Mandatory Clauses

Security Services

Beginning in FY 2005, payment for FPS provided Basic and Building Specific Operating Security will be made to the Federal Protective Service (FPS), Department of Homeland Security (DHS) and will be separate from rental payments to GSA (OMB Object Class 23.1). Charges for FPS provided security are determined by, and may be obtained from, FPS.

GSA Mandatory Clauses

Space Utilization for GSA Occupancy

Tenant agency personnel in this space include n/a federal employees and n/a contractors. The utilization rate for this space will be n/a USF/person. For instructions on how to count personnel, please refer to the GSA directive OAS P 7005.1 Internal Space Allocation, Design, and Management Policy

Regional Mandatory Clauses

Building Service Hours

Core hours of building service hours will be from 7:00 AM to 6:00 PM Monday through Friday with the exception of Federal Holidays. Services requested and provided outside of core hours are considered overtime and will be reimbursed to PBS by Reimbursable Work Authorization (RWA).

Optional Clauses

Ad Hoc Clauses

Purpose of OA

Error Correction -- Issued to credit the agency for paying \$44/RSF when they should have paid \$39/RSF. System generated billing adjustments will refund the agency.

I agree to the initial terms with the understanding modifications will be made over time.

OA #: AVA09142 OA Status: D	
Approved WILLIAM B. HARRISON	Approved KATHLEEN GEISLER Digitally signed by KATHLEEN GEISLER Date: 2021.07.20.21:11:59 -04/00
Agency Representative OFFICE OF OUTGOING PRESIDENT	GSA Representative
Title Representative	Title Director Outgoing Transition
Date 7/21/21	Date July 20, 2021

Printer to also

TRAN: and 6	SITION- Outgoing President Correspondence Office_4A				Page		1 of 3
AVAO	9142	Draft	Version:	10	Date Last	Modified	1: 20-Jul-2021
4728		GSA TRANS OUT PRES					
010	at Date:	VA0907ZZ	LVA0171	8	Late Repla		2021 Partial
OA Sta OA En		20-Jan-2021 15-Aug-2021		Perio	Fiscal Yea d: 20-Jan-202		28-Feb-2021
		Charge Basis	Monthl	10.000			al Rate
1.	Shell Rental Rate	8					
	a. General	5,353		\$13	586.08	\$30.	456143000
3.	Operating Costs ##	5,353		\$4	787.87	\$10.	733054000
4.	Real Estate Taxes ###	5,353		\$1	268.61	\$2.	843857000
A.	Market Rent SubTotal	5,353		\$19	642.56	\$44.	033054000
11.	PBS Fee	5,353		\$1	374.98	\$3.0	082313788
В.	Agency Rent SubTotal	5,353		\$1	374.98	\$3.0	082313788
C.	Joint Use SubTotal				\$0.00		
D.	Total Annual Rent (A+B+C)	5,353		\$21	017.54		
E.	Adjustments SubTotal				\$0.00		
F.	Total Rent Bill(D+E)			\$21	017.54		
G.	Total Antenna Bill				\$0.00		
H.	Total Reimbursable Services Bill				\$0.00		
I.	Total PBS Bill (F+G+H)			\$21	017.54		
J.	LUMP SUM ITEMS						
		Customiza	tion Tier				2
##	Operating Cost Escalation Applies	Amortizati	on Terms	(in	months)		7
###	Real Estate Tax Escalation Applies	PBS Fee is					7%

Note: ANSI Rentable of 5,353 is 4,478 Assigned Usable Space PLUS 875 Common Space. R/U Factor is 1.195276185

TRANSITION- Outgoing President Correspondence Office_4A 2 of 3 Page: and 6 Date Last Modified: 20-Jul-2021 AVA09142 Version: 10 Draft GSA TRANS OUT 4728 PRES VA0907ZZ LVA01718 Late Replacement 2021 Partial Fiscal Year: OA Start Date: 20-Jan-2021 Period: 01-Mar-2021 to 31-Jul-2021 OA End Date: 15-Aug-2021 **Annual Rate Charge Basis Period Charge** 1. Shell Rental Rate \$27,252513000 a. General 5,353 \$60,784.91 3. \$19.858.95 \$8.903630000 Operating Costs ## 5,353 \$6,343.03 \$2.843857000 4. Real Estate Taxes ### 5,353 \$39.000000000 Market Rent SubTotal 5,353 \$86,986.90 A. PBS Fee 5,353 \$6,089.08 \$2.730000000 11. 5,353 \$6,089.08 \$2.730000000 B. Agency Rent SubTotal Ċ. \$0.00 Joint Use SubTotal D. Total Annual Rent (A+B+C) 5,353 \$93,075.98 14. Billing Adjustments & Corrections a. Current Year Tax Escalation \$456.70 E. Adjustments SubTotal \$456.70 F. Total Rent Bill(D+E) \$93,532.68 \$0.00 G. **Total Antenna Bill** \$0.00 H. **Total Reimbursable Services Bill** \$93,532.68 I. Total PBS Bill (F+G+H) Customization Tier 2 7 **Operating Cost Escalation Applies** Amortization Terms (in months) ## 7% Real Estate Tax Escalation Applies PBS Fee is ###

Note: ANSI Rentable of 5,353 is 4,478 Assigned Usable Space PLUS 875 Common Space. R/U Factor is 1.195276185

Version: 10 Loc Code: VA0907ZZ

TRANS and 6	ITION- Outgoing President Correspondence Office_4A			Page:		3 of 3
AVA09	142	Draft	Version: 10	Date Last N	fodified:	20-Jul-2021
4728		GSA TRANS OUT PRES				
OA Sta OA End	a constant and a const	VA0907ZZ 20-Jan-2021 15-Aug-2021	LVA01718	Late Replac Fiscal Year: d:01-Aug-202	:	2021 Partial 15-Aug-2021
OALIN	a bale.	Charge Basis	Monthly Cl			al Rate
1.	Shell Rental Rate			TBD#		
3.	Operating Costs ##	5,353	\$3	,971.79	\$8.9	03630000
4.	Real Estate Taxes ###	5,353	\$1	,268.61	\$2.84	43857000
Α.	Market Rent SubTotal	5,353	\$5	,240.40	\$11.74	47487000
11.	PBS Fee	5,353	5	\$366.83	\$0.8	22324119
В.	Agency Rent SubTotal	5,353	5	\$366.83	\$0.8	22324119
C.	Joint Use SubTotal			\$0.00		
D.	Total Annual Rent (A+B+C)	5,353	\$5	,607.23		
E.	Adjustments SubTotal			\$0.00		
F.	Total Rent Bill(D+E)		\$5	,607.23		
G.	Total Antenna Bill			\$0.00		
H.	Total Reimbursable Services Bill			\$0.00		
I.	Total PBS Bill (F+G+H)		\$5	,607.23		
			Cus	tomization	Tier	2
##	Operating Cost Escalation Applies		Amo	ortization 1 hths)	Ferms ((in 7
####	Real Estate Tax Escalation Applies		PBS	Fee is		7%

TBD# Shell Rent Rate (and corresponding Operating Costs) will be reset to new appraised rates

Note: ANSI Rentable of 5,353 is 4,478 Assigned Usable Space PLUS 875 Common Space. R/U Factor is 1.195276185



Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov>

Autopen and Signatures

 Desiree Thompson (b) (6)
 Fri, Jul 16, 2021 at 7:09 AM

 To: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov>
 Cc: Beau Harrison (b) (6)

 Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov>, Cheryl

 Williams - WPMABH <cheryl.d.williams@gsa.gov>

Thank you!

From: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov> Date: Friday, July 16, 2021 at 8:53 AM To: Desiree Thompson (b) (6) Cc: Beau Harrison (b) (6) <kaitlyn.schneider@gsa.gov>, Cheryl Williams - WPMABH <cheryl.d.williams@gsa.gov> Subject: Re: Autopen and Signatures

I will need to check because that contract started with the incoming Transition and it ends at the end of July. I will get back to you.

On Fri, Jul 16, 2021 at 7:14 AM Desiree Thompson (b) (6) wrote:

Kathy, is there a way to purchase the new(er) machine and then extend the one we have for another month to ensure that we can continue to operations?
Desiree Thompson Sayle
Director of Correspondence

The Office of Donald J. Trump

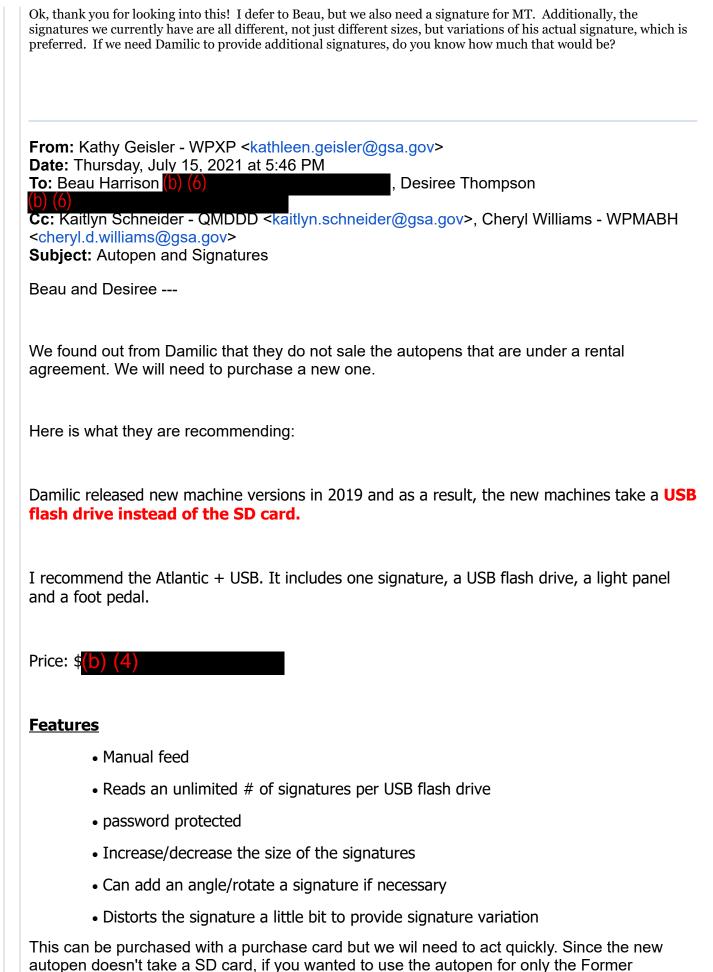
(b) (6)

From: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov> Sent: Thursday, July 15, 2021 6:11:48 PM To: Desiree Thompson (b) (ó) Cc: Beau Harrison (b) (ó) Cheryl Williams - WPMABH <cheryl.d.williams@gsa.gov> Subject: Re: Autopen and Signatures

Looks like from the catalogue -- each signature on the USB is \$185.

On Thu, Jul 15, 2021 at 6:06 PM Desiree Thompson (b) (6)

wrote:



President then that signature would be covered in the price. The new machines have the
scalable capability so you don't need multiple font sizes.

	scalable capability so you don't need multiple font sizes.	
	Please let me know your preference.	
	Thank you, Kathy	
	Kathleen K. Geisler	
	Director	
	Program Execution Division	
	Office of Portfolio Management and Real Estate	
	(b) (6) (desk)	
	(b) (6) (cell)	
	Kathleen K. Geisler	
	Director	
	Program Execution Division	
	Office of Portfolio Management and Real Estate	
	(b) (6) (desk)	
	(b) (6) (cell)	
k	Kathleen K. Geisler	
	Director	
	Program Execution Division	
	Office of Portfolio Management and Real Estate	
	(b) (6) (desk)	
	(cell) (cell)	



Re: Furniture Request

Beau Harrison (b) (6)

Tue, Jul 20, 2021 at 5:00 PM

To: Cheryl Williams - WPMABH <cheryl.d.williams@gsa.gov> Cc: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov>, Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov>

(b) (6)

From: Cheryl Williams - WPMABH <cheryl.d.williams@gsa.gov> Sent: Tuesday, July 20, 2021 7:59:32 PM

To: Beau Harrison (b) (6)

Cc: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov>; Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov> Subject: Re: Furniture Request

Good evening Beau,

I need your telephone number for the carrier.

On Tue, Jul 20, 2021 at 7:52 PM Beau Harrison (b) (6)	wrote:
My apologies - totally missed this email traffic.	I

Delivery address will be Mar A Lago Club - 1100 S Ocean Blvd, Palm Beach, FL 33480.

From: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov>

Sent: Tuesday, July 20, 2021 7:48:30 PM

To: Beau Harrison (b) (6)

Cc: Cheryl Williams - WPMABH <cheryl.d.williams@gsa.gov>; Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov>

Subject: Re: Furniture Request

Beau -- we need to make this purchase -- where are they being delivered? Thank you, Kathy

On Mon, Jul 19, 2021 at 1:23 PM Kathy Geisler - WPXP <kathleen.geisler@gsa.gov> wrote: Beau — where are the shelves being delivered? Assuming no loading dock so may need a liftgate. Where ever we are delivering — do they have a forklift?

Thank you, Kathy

Sent from my iPhone

On Jul 19, 2021, at 1:05 PM, Cheryl Williams - WPMABH <cheryl.d.williams@gsa.gov> wrote:

Hi Kathy,

I'm getting a quote prepared and these are questions this vendor is asking regarding shipping the shelves:

Delivery requirements: is it a residential? Does it have a loading dock? Does the truck need to have a liftgate on it? Forklift at the address?

On Mon, Jul 19, 2021 at 9:22 AM Kathy Geisler - WPXP <kathleen.geisler@gsa.gov> wrote:

Cheryl	can you look at this and get a quote?
From: E Date: M Subject To: Kat	- Forwarded message Beau Harrison (b) (6) Mon, Jul 19, 2021 at 5:51 AM t: Furniture Request hy Geisler - WPXP <kathleen.geisler@gsa.gov>, Kaitlyn Schneider - QMDDD n.schneider@gsa.gov></kathleen.geisler@gsa.gov>
	norning Kathy and Kaitlyn - would we be able to place a last minute shelving order with the ing transition funds?
We'd lik	ke to order 10 of the Shelves found at the link below.
Link:	
https://v	www.industrialshelving.com/chrome-wire-starter-14d-x-54w-x-86high-with-4-shelves/
Thanks Beau	, ,
Directo Prograr	en K. Geisler r m Execution Division of Portfolio Management and Real Estate (desk) (cell)
GSA	U.S. General Services Administration
	Cheryl D. Williams Manager, Supply Procurement & Mail Operations Presidential Transition Team Washington, DC 20270 (b) (6) cell email: cheryl.d.williams@gsa.gov
	Division Aanagement and Real Estate esk)



Cheryl D. Williams | Manager, Supply Procurement & Mail Operations Presidential Transition Team Washington, DC 20270 (b) (6) cell | email: cheryl.d.williams@gsa.gov



Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov>

New payment request from TechCentrics, Inc - invoice 2020-1083-2

Beau Harrison (b) (6)

Fri, Jul 16, 2021 at 1:09 PM

To: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov> Cc: Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov>

Attached - thank you

From: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov> Date: Friday, July 16, 2021 at 1:31 PM To: Beau Harrison (b) (6) Cc: Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov> Subject: Re: New payment request from TechCentrics, Inc - invoice 2020-1083-2

Beau --- can you add the one line about winding down the office of the Outgoing President like in the reimbursement memo? Thank you, Kathy

Fri, Jul 16, 2021 at 12:15 PM Beau Harrison (b) (6)	wrote:
Jpdated memo attached! Thanks	
From: Kathy Geisler - WPXP <kathleen.geisler@g< td=""><td>sa.gov></td></kathleen.geisler@g<>	sa.gov>
Date: Friday, July 16, 2021 at 9:51 AM	
To: (b) (b) (c) Cc: Beau Harrison (b) (c)	, Kaitlyn Schneider - QMDDD
<kaitlyn.schneider@gsa.gov></kaitlyn.schneider@gsa.gov>	, Ranyn connelder QMDDD
Subject: Re: New payment request from TechCent	trics, Inc - invoice 2020-1083-2
Beau please provide a memo requesting payme certification that all services were provided in Palm annotated as being in NJ and will be relocated to F	Beach, FL except for those that are
Thank you, Kathy	
On Thu, Jul 15, 2021 at 8:43 PM TechCentrics, Inc <quickbook< td=""><td>s@notification.intuit.com> wrote:</td></quickbook<>	s@notification.intuit.com> wrote:
INVOICE 202	20-1083-2

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TechCentrics, Inc

DUE 08/14/2021

\$56,730.04

Review and pay

Powered by QuickBooks

Attached is our revised invoice for only services, travel and materials for the FL Office. There are a couple of items on the material list that are currently in Bedminster but will be returning to the FL Office in the fall.

Thanks for your business! TechCentrics, Inc

TechCentrics, Inc

1217 Laronde Ct Alexandria, VA 22307 US



If you receive an email that seems fraudulent, please check with the business owner before paying.

Error! Filename not specified.

	© Intuit, Inc. All rights reserved.	Privacy Security Terms of Service
	Error! Filename not specified. Error! Filename not specified.	
	Kathleen K. Geisler	
	Director	
	Program Execution Division	
	Office of Portfolio Management and Real Estate	
	(b) (6) (desk)	
	(b) (6) (cell)	
Ka	athleen K. Geisler	
Dir	irector	
Pro	rogram Execution Division	
Off	ffice of Portfolio Management and Real Estate	
(b)) (6) (desk)	

(b) (6) (cell)





July 16, 2021

To Whom It May Concern,

The Donald J. Trump Transition Team is requesting direct payment to TechCentrics, Inc. for services provided during the transition period in conjunction with winding down President Trump's official office.

Itemized receipts can be provided by TechCentrics, Inc breaking down the expenses. Please note that all services were provided in support of the Palm Beach, FL Office except for the items that are annotated as New Jersey expenses. These items will be relocated to Florida when the transition period terminates.

As a designee of the Outgoing President for approving spending against the Presidential Transition Appropriation in the Memorandum of Understanding between GSA and the Office of the Outgoing President, I authorize this direct payment.

We request that GSA provide the amount of the allowable direct payment for our records.

Thanks,

Beau Harrison

Office of Donald J. Trump



Rate Card (1 October 2020 to 30 September 2021) DUNS# 080346205 Cage Code: 895J1

Labor Categories	Open Commercial	Dis. Commercial	Govt Sub Contract	GSA Rate*
Partner/Principal/Managing Director				
Partner/Principal/Director				
Senior Director				
Director				
Tech Director				
Sr. Manager III				
Sr. Manager II				
Sr. Manager I				
Manager III				
Manager II				
Manager I				
Sr. Consultant III				
Sr. Consultant II				
Sr. Consultant I				
Tier III/IV Tech Support				
Tier II/III Tech Support				
Tier I/II Help Desk				
System Analyst III				
System Analyst II				
System Analyst I				

Service Areas

NAICS Codes

541519 Other Computer Related Services

541611 Administrative Management and General Management Consulting Services

541618 Other Management Consulting Services

541690 Other Scientific and Technical Consulting Services

Product & Service Codes

DE02 IT AND TELECOM - MOBILE DEVICE SUPPORT SERVICES (LABOR)

DJ10 IT AND TELECOM - SECURITY AND COMPLIANCE AS A SERVICE

U012 EDUCATION/TRAINING- INFORMATION TECHNOLOGY/TELECOMMUNICATIONS TRAINING

DJ01 IT AND TELECOM - SECURITY AND COMPLIANCE SUPPORT SERVICES (LABOR)

DE10 IT AND TELECOM - END USER AS A SERVICE: CONFERENCING, AV, HELPDESK, DESKSIDE SUPPORT

DF01 IT AND TELECOM - IT MANAGEMENT SUPPORT SERVICES (LABOR)

DG01 IT AND TELECOM - NETWORK SUPPORT SERVICES (LABOR)

DG11 IT AND TELECOM - NETWORK: TELECOM ACCESS SERVICES

* GSA Rate - GSA Schedule is in process



45 Office Travel Report Thru May 2021 - FL Only

Date	Traveler	Account #	Amount	Description	Extended Details	Category
					PASSENGER TICKET	
					AMERICAN AIRLINES	
				AMERICAN AIRLINES 800-433-	800-433-7300	
01/24/2021	(b) (6)	-01008	\$316.40	7300 TX	ТХ	Travel-Airline
					DCA REAGAN DCA REAGAN	
					WASHINGTON	
				DCA REAGAN DCA	DC	
01/24/2021	(b) (6)	-01008	\$40.00	REAGAWASHINGTON DC	703-417-4307	Other-Government Services
					LODGING	
					HILTON GARDEN INN WPB APRT HILTON	
				HILTON GARDEN INN WPWEST	GARD	
01/24/2021	(b) (6)	-01008	\$149.67	PALM BCH FL	WEST PALM BCH	Travel-Lodging
					PASSENGER TICKET	
					AMERICAN AIRLINES	
				AMERICAN AIRLINES 800-433-	800-433-7300	
01/23/2021	(b) (6)	-01008	\$640.10	7300 TX	тх	Travel-Airline

\$1,146.17



Rate Card (1 October 2020 to 30 September 2021) DUNS# 080346205 Cage Code: 895J1

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AMZN MKTP US*LF1M15MT3 Cisco IP Phone 8851 with AMZN.COM/BILL Multiplatform Firmware - WA Merchandise & Supplies-	03/20/2021		Laptop shipping to FL			
Multiplatform Firmware - WA Merchandise & Supplies-						-
			Cisco IP Phone 8851 with	AMZN.COM/BILL		
U3/18/2021 Amazon Marketplace Charcoal BOOK STORES Internet Purchase	03/18/2021	Amazon Marketplace	Charcoal	BOOK STORES		nternet Purchase

	FEDEX - EXPRESS 800-622-		TECHCENTRICS, INC VA DIRECT BILLING TRANSACTION FEDEX INV# 000403694405	(b) (4) Business Services-Mailing &
03/17/2021	1147 TN	Shipping to NY Office	FEDEX #1-800-622-1147 RINGCENTRAL, INC BELMONT	Shipping
03/12/2021	RINGCENTRAL, INC BELMONT	RingCentral Additional User license	CA 2742112002 94002	Business Services- Phone/Telephony
	RINGCENTRAL, INC BELMONT		RINGCENTRAL, INC BELMONT CA	Business Services-
03/05/2021	CA	RingCentral Digital Line Service	2691938002 94002 RINGCENTRAL, INC BELMONT	Phone/Telephony
03/05/2021	RINGCENTRAL, INC BELMONT	RingCentral Digital Line Service	CA 2691919002 94002 RINGCENTRAL, INC	Business Services- Phone/Telephony
02/05/2024	RINGCENTRAL, INC BELMONT	Directed Disitel Line Convice	BELMONT CA	Business Services-
03/05/2021	CA	RingCentral Digital Line Service Cisco IP Phone 8851 with	2691961002 94002 AMZN MKTP US*076S22CV3 AMZN.COM/BILL	Phone/Telephony
03/03/2021	Amazon Marketplace	Multiplatform Firmware - Charcoal	WA BOOK STORES RINGCENTRAL, INC	Merchandise & Supplies- Internet Purchase
02/27/2021	RINGCENTRAL, INC BELMONT	RingCentral (VOIP Service) Monthly Recurring Service Charge	BELMONT CA 2220010001 94002	Business Services- Phone/Telephony
		Verizon Wireless service, VIP	VZWRLSS BILL PAY VB 800-922-0204	
02/27/2021	VZWRLSS BILL PAY VB800-922- 0204 FL	Enrollment, equipment & services (Jan-Feb)	FL BILL PAYMENT PAYPAL *GOLDENPHONE	Communications-Mobile Telecom
02/24/2021	PAYPAL *GOLDENPHONE 4029357733 CA	Vanity number and outbound DID masking	4029357733 CA Description : GENERAL - TELECOM Price :	Communications-Telephone Comm
	TIVO (877)367-8486	TIVO Cable ready unit and	TIVO (877)367-8486 CA	Communications-Cable &
02/22/2021	CA	annual service	1-877-367-8486 AMZN MKTP US*AJ1058FZ3	Internet Comm
02/05/2021	Amazon Marketplace	Cell phone cases, screen protectors, wiremold floor cable management	AMZN.COM/BILL WA BOOK STORES	Merchandise & Supplies- Internet Purchase
		Cisco CP-8851-K9 8851 Unified	AMZN MKTP US*0W09D2SX3 AMZN.COM/BILL WA	Merchandise & Supplies-
02/04/2021	Amazon Marketplace	Ip Phone	BOOK STORES AMAZON.COM*RB4DC7E43	Internet Purchase
02/02/2021	AMAZON.COM*RB4DC7E43AM ZN.COM/BILL WA	Surge suppessors, bulk CAT5, connectors, wall plates and cable protectors	AMZN.COM/BILL WA MERCHANDISE	Merchandise & Supplies- Internet Purchase
02/01/2021	CDW Direct Vernon HiVernon Hills IL	Dell XPS 13 Laptops (3), 34" Monitors and shipping	ORD 210201 ;REQ TECHCENTRICS, I IT1 DELL XPS 73;UPI 984.3800;QTY3 IT2 DELL 34IN C;UPI 660.8900;QTY6 FRT 624.53;HDL 0.00;ITM2 MICRO CENTER 81 1	Business Services- Vendor/Supplier
01/25/2021	MICRO CENTER 81 FAIRFAX VA	Apple MacBook Pro 13	FAIRFAX VA Description : QVS CAT 5E SNG 14' Price : DELL INC	Merchandise & Supplies- Computer Supplies
01/25/2021	DELL BSD	Vostro Notebook 5401 (2)	ROUND ROCK TX 539100940	Merchandise & Supplies- Electronics Stores
01/22/2024	OFFICE DEPOT #102 00WEST		PRINTER,HP,CLR,LJPRO,M283FDW OFFICE DEPOT #102 000000102 WEST PALM BCH	Business Services-Office
01/23/2021	PALM BCH FL	HP Office LaserJet 553DN	FL PAYPAL *GOLDENPHONE 4029357733	Supplies
01/20/2021	PAYPAL *GOLDENPHONE 4029357733 CA	Vanity number and outbound DID masking	CA Description : GENERAL - TELECOM Price : PAYPAL *GOLDENPHONE	Communications-Telephone Comm
01/20/2021	PAYPAL *GOLDENPHONE 4029357733 CA	Vanity number and outbound DID masking	4029357733 CA Description : GENERAL - TELECOM Price :	Communications-Telephone Comm
		-		

				(b) (4)	
			AMZN MKTP US*7M09W5573 AMZN.COM/BILL		
01/15/2021	Amazon Marketplace	Iphone 11 Pro Max (Refurb) Backup device and masking	WA BOOK STORES		Merchandise & Supplies- Internet Purchase
			AMZN MKTP US*FA11W7D73 AMZN.COM/BILL		
01/15/2021	Amazon Marketplace	Iphone 11 Pro Max (Refurb) Backup device and masking	WA BOOK STORES		Merchandise & Supplies- Internet Purchase
			TELECOMMUNICATION EQUIPMENT AND TELEPHON		
01/15/2021	VERIZON WIRELESS (703)521- 6909 VA	Verizon iPhone 12 Pro Max (4)	VERIZON WIRELESS (703)521-6909		Communications-Telephone Comm
			Admin Fee (3%) Total		
1/24/2021	Office in a Box Kit Qty 1 @ [1] 4] each	Office in a Box Kit Qty 1 @ 0 4 each	Office in a Box is a TechCentrics developed kit that includes security appliance, firewall, router, phones and wifi		
5/6/2021	Office in a Box Kit Qty 2 @ <mark>(b) (4)</mark> each	Office in a Box Kit Qty 2 @ <mark>() (4)</mark> each	Office in a Box is a TechCentrics developed kit that includes security appliance, firewall, router, phones and		Both kits are in Bedminster, One in the cottage and one in the 45 Office. The cottage kit will be re-

wifi

Total Materials

installed in FL in the fall

\$39,071.62

First name	Last name	Date	Day	In	Out	Hours	Customer
(b) (6)							
(b) (6)		01/15/2021	Fri			2.00	45 Office
NOTES: Verizo	on verification and testing						
(b) (6)		01/20/2021	Wed			2.00	45 Office
NOTES: Cell p	hone masking configuration	on					
(b) (6)		01/21/2021	Thu			4.00	45 Office
NOTES: Assist	t with equipment setup						
(b) (6)		01/22/2021	Fri			2.00	45 Office
NOTES: Additi	ional equipment orders						
(b) (6)		01/25/2021	Mon			2.00	45 Office
NOTES: Dell p	rocurement + MicroCente	r buy					
(b) (6)		02/01/2021	Mon			5.00	45 Office
NOTES: CDW	Equipment Orders						
(b) (6)		02/22/2021	Mon			1.00	45 Office
NOTES: TIVO	Order						
(b) (6)		03/04/2021	Thu			4.00	45 Office
NOTES: RC dig	gital line setup						
(b) (6)		04/08/2021	Thu			5.00	45 Office
NOTES: CDW	order						
(b) (6)		05/04/2021	Tue			4.00	45 Office
NOTES: Verizo	on equipment and ordering]					
(b) (6)							
(b) (6)		01/14/2021	Thu			3.00	45 Office
NOTES: Verizo	on coordination						
(b) (6)		01/15/2021	Fri			3.00	45 Office
NOTES: Verizo	on phone pickup and verifi	cation					
(b) (6)		01/20/2021	Wed			4.00	45 Office
NOTES: Cell p	hone security features						
(b) (6)		01/21/2021	Thu			6.00	45 Office
enerated for Tech	Centrics, Inc 07/15,	/2021					1/

(b) (6)	01/22/2021	Fri	6.00	45 Office
NOTES: Pre departure configuration and	planning			
(b) (6)	01/23/2021	Sat	8.00	45 Office
NOTES: Office in a box install				
(b) (6)	01/25/2021	Mon	8.00	45 Office
NOTES: Dell Systems configuration/order				
(b) (6)	02/01/2021	Mon	4.00	45 Office
NOTES: CDW specifications for equipment	t			
(b) (6)	02/19/2021	Fri	3.00	45 Office
NOTES: TIVO coordination with Mar-A-La	go AV team			
(b) (6)	02/22/2021	Mon	1.00	45 Office
NOTES: TIVO account configs				
(b) (6)	02/24/2021	Wed	2.00	45 Office
NOTES: Cell phone vanity number and cha	anges			
(b) (6)	02/27/2021	Sat	6.00	45 Office
NOTES: Additional Verizon phones and cc	onfigurations			
(b) (6)	03/04/2021	Thu	4.00	45 Office
NOTES: RingCentral configs for NY Office				
(b) (6)	03/12/2021	Fri	4.00	45 Office
NOTES: RingCentral Setup				
(b) (6)	03/20/2021	Sat	2.00	45 Office
NOTES: Setup and shipping				
(b) (6)	03/31/2021	Wed	2.00	45 Office
NOTES: Configuration at shipping VOIP pl	hones			
(b) (6)	04/03/2021	Sat	5.00	45 Office
NOTES: Phone replacement				
(b) (6)	04/05/2021	Mon	3.00	45 Office
NOTES: Phone security features change o	ver			
(b) (6)	05/04/2021	Tue	4.00	45 Office

NOTES: Equipment configs, Verizon VIP and security settings



Labor Description	Dates	Labor Cat	Labor Rate	Hours	Total
45 Office equip order, configuration and setup	Jan-2021	System Analyst II	(h) (4)	12.0	(h) (1)
45 Office equip order, configuration, phones and setup	Jan-2021	Senior Director		38.0	(D) (4)
Total	Jan-2021				
45 Office additional equip orders, configuration	Feb-2021	System Analyst II		6.0	
45 Office additional equip orders, configuration	Feb-2021	Senior Director		16.0	
Total	Feb-2021				
45 Office support	 Mar-2021	System Analyst II		4.0	
45 Office support	Mar-2021	Senior Director		12.0	
Total	Mar-2021				
45 Office support	Apr-2021	System Analyst II		5.0	
45 Office support	Apr-2021	Senior Director		8.0	
Total	Apr-2021				
45 Office Bedminster equip orders, configuration	May-2021	System Analyst II		0.0	
Intial Bedminster office survey and setup	May-2021	Senior Director		0.0	
Mobile phone replacements, updates and new security features	May-2021	Senior Director		32.0	
Total	May-2021				
Total					\$21,233.25



Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov>

Request for Reimbursement - Desiree Thompson Sayle

Desiree Thompson (b) (6)

Mon, Jul 19, 2021 at 7:25 PM

To: Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov> Cc: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov>, Beau Harrison (0) (6)

Kaitlyn, I have attached to form, but it appears that I might need to send it to my bank for them to fill part of it out. Let me know if I need to do that. Des

From: Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov> Date: Monday, July 19, 2021 at 12:37 PM To: Desiree Thompson (b) (6) Cc: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov>, Beau Harrison (b) (6) Subject: Re: Request for Reimbursement - Desiree Thompson Sayle

Good afternoon Desiree,

Can you please fill out this ACH Vendor form? We do not have one on file for you and we require it to be able to reimburse you.

Thank you,

Kaitlyn

Kaitlyn Schneider

U.S. General Services Administration

w:(b) (6)

On Fri, Jul 16, 2021 at 1:13 PM Beau Harrison (b) (6)

Updated attached

From: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov> Date: Friday, July 16, 2021 at 4:07 PM To: Beau Harrison (b) (6)

Cc: Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov>, Desiree Thompson

wrote:

Subject: Re: Request for Reimbursement - Desiree Thompson Sayle

This request is for direct payment for previously incurred expenses for specialty office supplies. All items included are for the purpose of winding down the office of the Outgoing President. These items include scrape booking and vision board supplies purchased from Amazon that were used in <u>(fill in the purpose)</u>, First Class Stamps bought at USPS to mail items during the period that our Stamps.com account was depleted, Mailing supplies bought at USPS Store used in <u>(fill in the purpose)</u>, and permanent markers, storage bins, and stationary from Target, Michaels and Staples for <u>(fill in the purpose)</u>.

ACH SF3881-03 (1)[68].pdf 312K

ACH VENDOR/MISCELLANEOUS PAYMENT ENROLLMENT FORM

This form is used for Automated Clearing House (ACH) payments with an addendum record that contains payment-related information processed through the Vendor Express Program. Recipients of these payments should bring this information to the attention of their financial institution when presenting this form for completion. See reverse for additional instructions.

PRIVACY ACT STATEMENT

The following information is provided to comply with the Privacy Act of 1974 (P.L. 93-579). All information collected on this form is required under the provisions of 31 U.S.C. 3322 and 31 CFR 210. This information will be used by the Treasury Department to transmit payment data, by electronic means to vendor's financial institution. Failure to provide the requested information may delay or prevent the receipt of payments through the Automated Clearing House Payment System.

AGENCY INFORMATION

FEDERAL PROGRAM AGENCY			
General Service Adminis	tration		
AGENCY IDENTIFIER:	AGENCY LOCATION CODE (ALC):	ACH FORMAT:	
47		CCD+	СТХ
ADDRESS:	•	·	
CONTACT PERSON NAME:			TELEPHONE NUMBER:
			()
ADDITIONAL INFORMATION:			

PAYEE/COMPANY INFORMAT	ION
NAME	SSN NO. OR TAXPAYER ID NO.
Desiree Thompson Sayle	(b) (6)
ADDRESS	
(b) (6)	
(b) (6)	
CONTACT PERSON NAME:	TELEPHONE NUMBER:
	()
FINANCIAL INSTITUTION INFORM	IATION
NAME:	
(b) (6) ADDRESS:	
ADDRESS.	
(b) (6)	
ACH COORDINATOR NAME:	TELEPHONE NUMBER:
	(b) (6
DEPOSITOR ACCOUNT TITLE:	
DEPOSITOR ACCOUNT NUMBER:	LOCKBOX NUMBER:
(b) (6)	
TYPE OF ACCOUNT:	
CHECKING SAVINGS LOCKBOX	
SIGNATURE AND TITLE OF AUTHORIZED OFFICIAL:	TELEPHONE NUMBER:
(Could be the same as ACH Coordinator)	
	()
AUTHORIZED FOR LOCAL REPRODUCTION	SF 3881 (Rev. 2/2003) Prescribed by Department of Treasury 31 U S C 3322; 31 CFR 210
	31 U S C 3322; 31 CFR 210

Instructions for Completing SF 3881 Form

Make three copies of form after completing. Copy 1 is the Agency Copy; copy 2 is the Payee/ Company Copy; and copy 3 is the Financial Institution Copy.

- 1. Agency Information Section Federal agency prints or types the name and address of the Federal program agency originating the vendor/miscellaneous payment, agency identifier, agency location code, contact person name and telephone number of the agency. Also, the appropriate box for ACH format is checked.
- 2. Payee/Company Information Section Payee prints or types the name of the payee/company and address that will receive ACH vendor/miscellaneous payments, social security or taxpayer ID number, and contact person name and telephone number of the payee/company. Payee also verifies depositor account number, account title, and type of account entered by your financial institution in the Financial Institution Information Section.
- 3. Financial Institution Information Section Financial institution prints or types the name and address of the payee/company's financial institution who will receive the ACH payment, ACH coordinator name and telephone number, nine-digit routing transit number, depositor (payee/ company) account title and account number. Also, the box for type of account is checked, and the signature, title, and telephone number of the appropriate financial institution official are included.

Burden Estimate Statement

The estimated average burden associated with this collection of information is 15 minutes per respondent or recordkeeper, depending on individual circumstances. Comments concerning the accuracy of this burden estimate and suggestions for reducing this burden should be directed to the Financial Management Service, Facilities Management Division, Property and Supply Branch, Room B-101, 3700 East West Highway, Hyattsville, MD 20782 and the Office of Management and Budget, Paperwork Reduction Project (1510-0056), Washington, DC 20503.



Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov>

Request for Reimbursement - Desiree Thompson Sayle

Kathy Geisler - WPXP <kathleen.geisler@gsa.gov> To: Beau Harrison (0) (6)</kathleen.geisler@gsa.gov>	Fri, Jul 16, 2021 at 1:07 PM
Cc: Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov>, Desiree Thompson (b) (6)</kaitlyn.schneider@gsa.gov>	
Beau wanted to make sure you saw these edits. If you send a revised memo by Mon you, Kathy	day that would be great. Thank
On Thu, Jul 15, 2021 at 3:44 PM Kathy Geisler - WPXP <kathleen.geisler@gsa.gov> wi Beau Please send a revised memo related to the receipts provided. Thank you, Ka</kathleen.geisler@gsa.gov>	
Please see this example related back to the receipts provided.	
This request is for direct payment for previously incurred expenses for specialty office for the purpose of winding down the office of the Outgoing President. These items inc board supplies purchased from Amazon that were used in <u>(fill in the purpose)</u> Stamps bought at USPS to mail items during the period that our Stamps.com account bought at USPS Store used in <u>(fill in the purpose)</u> , and permanent markers, storage b Michaels and Staples for <u>(fill in the purpose)</u> .	lude scrape booking and vision , First Class t was depleted, Mailing supplies
On Thu, Jul 15, 2021 at 6:17 AM Beau Harrison (b) (6) wrot	te:
Updated memo attached!	
Cc: Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov>, Des (b) (6) Subject: Re: Request for Reimbursement - Desiree Thompson Say Beau</kaitlyn.schneider@gsa.gov>	
Please provide a revised memo that includes language referencing purchased (and language such as "purpose of winding down the off President" or something that certifies the purpose is related to the tr	ice of the outgoing
Thank you, Kathy	
Here is some sample language you can consider using.	
This request is for direct payment for previously incurred expenses	for specialty office supplies.

GSA.gov Mail - Request for Reimbursement - Desiree Thompson Sayle

These items include White Cardstock purchased at Michaels that were used in official correspondence, First Class Stamps bought at USPS to mail items during the period that our Stamps.com account was depleted, Mailing supplies bought at Staples used in official correspondence, and shipping supplies from FEDEX and UPS for official correspondence and shipping sensitive information.
On Tue, Jul 13, 2021 at 8:54 AM Beau Harrison (b) (6) wrote:
Good morning Kathy and Kaitlyn – attached please find the formal request for reimbursement for office supplies accompanied by Desiree's receipts.
Please let me know if you have any questions.
Thanks,
Beau Harrison
Kathleen K. Geisler
Director
Program Execution Division
Office of Portfolio Management and Real Estate
(b) (6) (desk)
(b) (6) (cell)
Kathleen K. Geisler Director Program Execution Division Office of Portfolio Management and Real Estate (b) (6) (desk) (cell)
 Kathleen K. Geisler Director Program Execution Division

Staples.

3301 Jefferson Alexandria, (703) 830 SALE QTY SKU	VA 22305
1 PERK 13 GAL DRAW W 718103344647 1 GRTNR INVITE KIT P 634680760383 SUBTOTAL Standard Tax 6.000% TOTAL	8.46 28.99 37.45 2.25 \$39.70
(b) (6) Card No.: (b) (6) Chip Read (b) (6) TOTAL ITE	USD\$39.70
TRU RED Business essentia thoughtfully to work	1s designed

Shop Smarter. Get Rewarded. Staples Rewards members get up to 5% back in Rewards. Exclusions Apply. See an associate for full program details or to enroll.

THANK YOU FOR SHOPPING AT STAPLES!



O TARGET

ALEXANDRIA - 703-706-3840 03/02/2021 07:50 PM EXPIRES 05/31/21

3
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↓ INDICATES SAVINGS

REC#2-1061-1076-0078-4586-0 VCD#757-251-145

Help make vour Target Dum hatt

Help make your Target Run better. Take a 2 minute survey about today's trip:

<u>informtarget.com</u> User ID: 7893 8892 4992 Password: 154 140

CUÉNTENOS EN ESPAÑOL

Please take this survey within 7 days.

Michaels

Made by you" MICHAELS STORE #1346 (571) 371-1141 MICHAELS STORE #1346

3691 JEFFERSON DAVIS HIGHWAY ALEXANDRIA, VA 22305-3044



AL MAY ANY LIMMA & LAN AT MAL	AT AL AND ALL TO ALL THE ALL	ANT THE REPORT OF A 19 1	E AT E LE ATE
4009373 SALE	7933 134	46 001 3/	19/21 14:16
REC VP 5.5X7.5 WH	400100830673	2 @ 7.99	15.98
AL PERM MRKR SILV	191518957754	1 @ 2.49	2.49
AL PERM MRKR GOLD	191518957761	1 @ 2.49	2.49
AL PERM MRKR BLAC			2.49
Sales Ta		1.41	
π	ITAL	24.86	
ACCOUNT NUMBER	(b) (6)		
(b) (6)		£1.60	
APPROVAL · 85170	O CUTO ONE THE		
	\square		

This receipt expires at 180 days on 09/17/21 Click. Buy. Create. Shop michaels.com today! Get Savings & Inspiration! Text* SIGNUP to 273283 To Sign Up for Email & Text Messages. *Msg & Data Rates May Apply You will receive 1 autodialed message with a link to join Michaels alerts.

> Aaron Brothers Custom Framing

New! Now in Over 1,200 Michaels Stores & Online THANK YOU FOR SHOPPING AT MICHAELS

Dear Valued Customer: Michaels return and coupon policies are available at michaels.com and in store at registers.

*** Please be advised, effective April 15th, 2021 'ichaels will be moving from a 180 day return policy 60 day return policy from the date of purchase. see a store associate for more information.

3/19/21 14:16



July 13, 2021

To Whom It May Concern,

The Donald J. Trump Transition Team is requesting direct payment to transition team employee, DESIREE THOMPSON SAYLE, using the direct deposit information on file for this employee.

This request is for direct payment for previously incurred expenses for specialty office supplies. All items included are for the purpose of winding down the office of the Outgoing President. These items include scrap booking and vision board supplies purchased from Amazon that were used in specialty projects. First Class Stamps bought at USPS to mail items during the period that our Stamps.com account was depleted, Mailing supplies bought at USPS Store used when our UPS supplies were depleted, and permanent markers, storage bins, and stationary from Target, Michaels and Staples for office organizational purposes.

As a designee of the Outgoing President for approving spending against the Presidential Transition Appropriation in the Memorandum of Understanding between GSA and the Office of the Outgoing President, I authorize this direct payment.

We request that GSA provide the amount of the allowable direct payment for our records.

Thanks,



Beau Harrison Office of Donald J. Trump



ALEXANDRIA 1100 WYTHE ST ALEXANDRIA, VA 22314-9998 (800)275-8777									
(800)2/5-8/// 03/30/2021 12:17 PM									
Product	Qty	Unit Price	Price						
US Flag Coil/100	3	\$55.00	\$165.00						
Chrysanthemum	50	\$1.20	\$60.00						
10c Pears	100	\$0.10	\$10.00						
Grand Total: \$235.00									
Credit Card Remitted \$235.00									
(D) (d)	6		Chip						

PIN: Not Required

In a hurry? Self-service kiosks offer quick and easy check-out. Any Retail Associate can show you how.

Preview your Mail Track your Packages Sign up for FREE @ https://informeddelivery.usps.com

Earn rewards on your business account purchases of Priority Mail labels with the USPS Loyalty program by using Click and Ship. Visit www.usps.com/smallbizloyalty for more info.

All sales final on stamps and postage. Refunds for guaranteed services only. Thank you for your business.

Terl us about your experience. Go to: https://postalexperience.com/Pos or scan this code with your mobile device,





FRIENDSHIP 4005 WISCONSIN AVE NW WASHINGTON, DC 20016-9997 (800)275-8777 06/09/2021

00/03/2021			09:18 AM
Product	Qty	Unit Price	Price
Mailer 12.5x19	15	\$3.09	\$46.35
Grand Total:		ni ng un un an an pu in pu	\$46.35
Credit Card Remitted		the met and day whe presented	\$46.35
			Chip
PIN: Not Required	1	(b) (6)	

In a hurry? Self-service kiosks offer quick and easy check-out. Any Retail Associate can show you how.

Preview your Mail Track your Packages Sign up for FREE @ https://informeddelivery.usps.com

All sales final on stamps and postage. Refunds for guaranteed services only. Thank you for your business.

Tell us about your experience. Go to: https://postalexperience.com/Pos or scan this code with your mobile device.



or call 1-800-410-7420.

UFN: 104966-0234 Receipt #: 840-52000027-2-9824053-2 Clerk: 14

POST	TAL.	SERVIC	CE.
1100 ALEXANDRIA,	(ANDRI WYTHE VA 22)275-8	ST 314-9998	
04/20/2021	1210 0		1:40 PM
Product	Qty	Unit Price	Price
Prepaid Mail Parcel Return Ser Weight: 3 lb 15 Acceptance Date: Tue 04/20/202 Tracking #: (b) (6)		DC 56901	\$0.00
First-Class Mail® Package Lewiston, ME 042 Weight: 0 lb 9.60 Estimated Deliver Sat 04/24/202 Tracking #: (b)(6)) oz v Date		\$5.60
First-Class"Intl Large Envelope United Kingdom Weight: 0 1b 2.00	1 oz		\$3.39
Grand Total:			\$8.99
Debit Card Remitted		;hip	\$8.99

S UNITED STATES

Text your tracking number to 28777 (2USPS)

amazon.com

Final Details for Order #111-7281245-2735447 Print this page for your records.

Order Placed: May 19, 2021 Amazon.com order number: 111-7281245-2735447 Order Total: **\$18.95**

Shipped on May 20, 2021

Items Ordered

Price

1 of: Elmer's All Purpose School Glue Sticks, Washable, 0.24 Ounce Glue Sticks for Kids | \$17.88 School Supplies | Scrapbooking Supplies | Vision Board Supplies, 60 Count Sold by: Amazon.com Services LLC

Condition: New



Shipping Speed:

FREE Prime Delivery

Payment information



To view the status of your order, return to Order Summary.

Conditions of Use | Privacy Notice © 1996-2021, Amazon.com, Inc. or its affiliates



Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov>

7/4 - 7/17 Payroll Memo Due

Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov> To: Beau Harrison (1) (6) Cc: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov></kathleen.geisler@gsa.gov></kaitlyn.schneider@gsa.gov>	Mon, Jul 19, 2021 at 2:52 PM
Thank you, Beau!	
Kaitlyn Schneider U.S. General Services Administration w: (b) (6)	
On Mon, Jul 19, 2021 at 2:51 PM Beau Harrison (b) (6) > wrote:	
Memo attached! Thank you	
From: Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov> Date: Thursday, July 15, 2021 at 5:48 PM To: Beau Harrison (b) (6) Cc: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov> Subject: 7/4 - 7/17 Payroll Memo Due Good evening Beau, Please submit no later than COB Monday.</kathleen.geisler@gsa.gov></kaitlyn.schneider@gsa.gov>	
Thank you,	
Kaitlyn	
Kaitlyn Schneider	
U.S. General Services Administration	
w: (b) (6)	



July 19, 2021

To Whom It May Concern,

The Office of Outgoing President Donald J. Trump requests that GSA pay the employees listed below at the previously established rate of pay for the days identified below.

Additions since last memo: NONE

Departures since last memo: NONE

As a designee of the outgoing President for the purposes of authorizing spending against the Outgoing Presidential Transition appropriation, I approve this documentation of the days for which the employees below should be paid.

Please let me know if you have any questions.

Sincerely,



Beau Harrison Office of Donald J. Trump

N	7/4	7/5	7/6	7/7	7/8	7/9	7/10	7/11	7/12	7/13	7/14	7/15	7/16	7/17
Name	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat
Dan						/								
Scavino														
Molly														
Michael														
Nicholas														
Luna														
Beau														
Harrison									_					
Stephen														
Miller		-							-					
Hayley														
D'Antuono		+							-					
Marcia														
Kelly		+							-					
Eliza														
Thurston		t-							-					
Desiree														
Thompson		Ŧ							-					
(b) (6)														
							-		-					
(b) (6)														
(b) (6)														
(0)														
(b) (6)														



Finishing big!

Beau Harrison (b) (6) To: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov>, Desiree Thompson <mark>(b) (6)</mark> Cc: Cheryl Williams - WPMABH <cheryl.d.williams@gsa.gov>, Kaitlyn Schneider - QMDDD <ka< th=""><th>Fri, Jul 16, 2021 at 5:55 AM aitlyn.schneider@gsa.gov></th></ka<></cheryl.d.williams@gsa.gov></kathleen.geisler@gsa.gov>	Fri, Jul 16, 2021 at 5:55 AM aitlyn.schneider@gsa.gov>
Approved - thank you!	
From: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov> Sent: Friday, July 16, 2021 8:54:37 AM To: Desiree Thompson (b) (6) Cc: Cheryl Williams - WPMABH <cheryl.d.williams@gsa.gov>; Kaitlyn Schneider - QMDD <kaitlyn.schneider@gsa.gov>; Beau Harrison (b) (6) Subject: Re: Finishing big!</kaitlyn.schneider@gsa.gov></cheryl.d.williams@gsa.gov></kathleen.geisler@gsa.gov>	D
Same amount as before?	
Beau please approve. Cheryl will order on Monday after we receive funding.	
Kathy	
On Thu, Jul 15, 2021 at 8:07 PM Desiree Thompson (b) (6) wr	ote:
May we request additional stamps?	
Desiree Thompson Sayle Director of Correspondence Office of Donald J. Trump	
(b) (6) Kathleen K. Geisler Director Program Execution Division	

Office of Portfolio Management and Real Estate (b) (6) (desk)

(desk b) (6) (cell)



HVAC Services for this Sunday, July 18

Beau Harrison (b) (6)

Thu, Jul 15, 2021 at 8:37 AM

To: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov>, Desiree Thompson (b) (6) Cc: Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov>, Cheryl Williams - WPMABH <cheryl.d.williams@gsa.gov>

Yes, please proceed.

From: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov>

Sent: Thursday, July 15, 2021 11:34:11 AM **To:** Beau Harrison (b) (6)

; Desiree Thompson (b) (6

Cc: Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov>; Cheryl Williams - WPMABH <cheryl.d.williams@gsa.gov>

Subject: HVAC Services for this Sunday, July 18

Beau --- If Desiree chooses to work this Sunday for 8 hours the cost is \$432.



Total is \$432

I'll request funding but will not process until we know that Desiree is planning to work this weekend. Please approve \$432.

Thank you, Kathy

Kathleen K. Geisler Director Outgoing Transition (b) (6) (desk) (b) (6) (cell)



CORT Furniture

Beau Harrison (b) (6)

Mon, Jun 21, 2021 at 12:24 PM

To: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov> Cc: Kristina Schroeder - 4P1AB <kristina.schroeder@gsa.gov>, Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov>, Cheryl Williams - WPMABH <cheryl.d.williams@gsa.gov>

Could we please purchase of the existing desk chairs? Thank you!

Thanks,

Beau

From: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov> Date: Monday, June 21, 2021 at 3:06 PM To: Beau Harrison (b) (6) Cc: Kristina Schroeder - 4P1AB <kristina.schroeder@gsa.gov>, Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov>, Cheryl Williams - WPMABH <cheryl.d.williams@gsa.gov> Subject: CORT Furniture

Beau --- Attached is the inventory of CORT Furniture that will be picked up on Wednesday, June 23.

You wanted to know the possibility of purchasing some desk chairs. The chairs are **\$** each. If you confirm the number of chairs you would like to purchase we will modify the inventory list for pick up. And we will also request approval for the quote and funding approval.

Let us know by COB, today so we can send an adjusted list to CORT.

Thank you, Kathy

Kathleen K. Geisler

Director

Program Execution Division

Office of Portfolio Management and Real Estate

(desk) (desk)

7/29/2021





Wed, Jun 23, 2021 at 12:17 PM

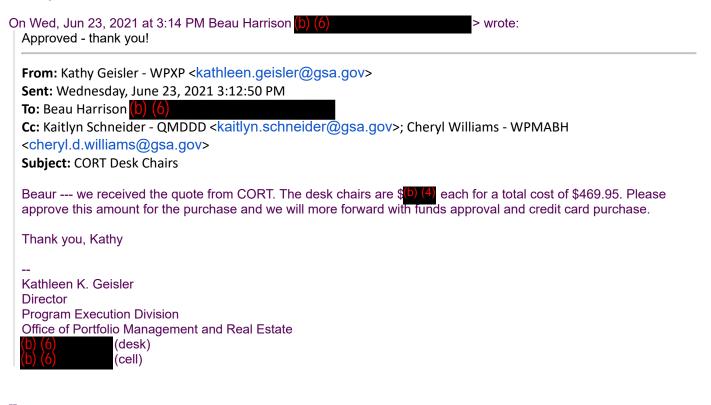
CORT Desk Chairs

Kathy Geisler - WPXP <kathleen.geisler@gsa.gov>

To: Beau Harrison (b) (6)

Cc: Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov>, Cheryl Williams - WPMABH <cheryl.d.williams@gsa.gov>

Thank you



Kathleen K. Geisler Director Program Execution Division Office of Portfolio Management and Real Estate (b) (6) (desk) (b) (6) (cell)



PAGE: 1 DATE: 06/21/21 RTRLAUND

SHIP-TO NAME:	GSA	
LEASE NUMBER:	1236360	STATUS: OPEN
ADDRESS:	1100 S Ocean Blv	7d
	Palm Beach, FL 3	33480

SKU	BARCODE DESCRIPTION							
6604592	1007375653	TRAINING TABLE TOP 24X60						
6604592	1007375654	TRAINING TABLE TOP 24X60						
6604592	1007375655	TRAINING TABLE TOP 24X60						
6604592	1008600997	TRAINING TABLE TOP 24X60						
6604592	1009328517	TRAINING TABLE TOP 24X60						
6604593	1007707201	TRAINING TABLE TOP 24X72						
6604595	1009283000	Q TRAINING TABLE LEGS GREY						
6604595	1009337951	Q TRAINING TABLE LEGS GREY						
6604595	1009337957	Q TRAINING TABLE LEGS GREY						
6604595	1009468848	Q TRAINING TABLE LEGS GREY						
6604595	1009813915	Q TRAINING TABLE LEGS GREY						
6604595	1010007856	Q TRAINING TABLE LEGS GREY						
7034621	1005773669	WORK CHAIR MESH WITH ARMS						
7034621	1005805983	WORK CHAIR MESH WITH ARMS						
7034621	1006391105	WORK CHAIR MESH WITH ARMS						
7034621	1007020482	WORK CHAIR MESH WITH ARMS						
7034621	1007994490	WORK CHAIR MESH WITH ARMS						
7034621	1008190230	WORK CHAIR MESH WITH ARMS						
7034621	1008389999	WORK CHAIR MESH WITH ARMS						
7034621	1008600951	WORK CHAIR MESH WITH ARMS						
7034621	1009159190	WORK CHAIR MESH WITH ARMS						
7034621	1009159223	WORK CHAIR MESH WITH ARMS						
7034621	1009295343	WORK CHAIR MESH WITH ARMS						
BARCODE TOTALS	QTY	: 23						

CUSTOMER NAME: GSA - Atlanta Service Center CUSTOMER NUMBER: 1535881 ON ACCOUNT: (TOTAL CUSTOMER)



TOTAL MONTHLY RENTAL RATE:

288.00



Shipping Supplies

Beau Harrison (b) (6)

Thu, Jul 15, 2021 at 8:37 AM

To: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov> Cc: Cheryl Williams - WPMABH <cheryl.d.williams@gsa.gov>, Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov>

Approved, thank you!

From: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov> Sent: Thursday, July 15, 2021 11:36:48 AM

To: Beau Harrison (b) (6)

Cc: Cheryl Williams - WPMABH < cheryl.d.williams@gsa.gov>; Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov>

Subject: Shipping Supplies

Beau --- Desiree requested shipping supplies. The total cost is \$355.01. Please approve.

Thank you, Kathy

Kathleen K. Geisler Director **Outgoing Transition** (cell)





DJTCO Supply and Packing List Wed, Jul 14, 2021 at 1:24 PM **Desiree Thompson** To: Cheryl Williams - WPMABH <cheryl.d.williams@gsa.gov>, Beau Harrison (b) (6) Kathy Geisler - WPXP <kathleen.geisler@gsa.gov>, Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov> That looks perfect, thank you! From: Cheryl Williams - WPMABH <cheryl.d.williams@gsa.gov> Date: Wednesday, July 14, 2021 at 4:02 PM To: Desiree Thompson (b) (6) **Beau Harrison** , Kathy Geisler - WPXP <kathleen.geisler@gsa.gov>, Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov> Subject: Fwd: DJTCO Supply and Packing List Good day, please confirm box sizes. See images below: ------ Forwarded message ------From: Desiree Thompson (b) (6) Date: Thu, Jul 8, 2021 at 8:20 PM Subject: DJTCO Supply and Packing List To: Cheryl Williams - WPMABH <cheryl.d.williams@gsa.gov>, Kathy Geisler - WPXP <kathleen.geisler@gsa.gov>, Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov>

Cc: Beau Harrison (b) (6)

Thank you for taking the time to go over next steps for our big move. Below are the packing supplies required and timely outstanding questions:

Bubble Wrap Shrink Wrap for wrapping pallets 250 sheets of packing paper 12 rolls Packing Tape

15 Small Boxes - 15x12x10



30 Bankers Boxes - 16.25x12.5x10.5



30 Medium Boxes - 18x14x12



10 Large Boxes - 20x20x15



TIMELY QUESTIONS:

- 1. Status of retaining Autopen Machine
- 2. 4 Additional Laptops for volunteers. Can I continue to use the laptops we have on hand for work continuity?
- 3. Desktop COLOR Printer
- 4. Copier/Scanner/Printer
- 5. How do we continue using Stamps.com after the 21st? Do I contact Cheryl to replenish or are we on our own?
 6. Can we continue to use our UPS account with the discount?

7/29/2021

GSA.gov Mail - DJTCO Supply and Packing List

Thank you again, for your help over the last 6 months. It has been a true pleasure to work with each of you!

Des

Desiree Thompson Sayle

Director of Correspondence

Office of Donald J. Trump

(b) (6)

(b) (6)

[Quoted text hidden]



Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov>

Use of Building Engineer for Cabling

Beau Harrison (b) (6)

Thu, Jul 15, 2021 at 10:23 AM

To: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov>, Jonah Wainwright (b) (6) Cc: Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov>, Cheryl Williams - WPMABH <cheryl.d.williams@gsa.gov>, Erik Simmons - IDT <erik.simmons@gsa.gov>

Approved – thank you!

From: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov> Date: Thursday, July 15, 2021 at 11:42 AM To: Jonah Wainwright (b) (6) (b) (6) Cc: Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov>, Cheryl Williams - WPMABH <cheryl.d.williams@gsa.gov>, Erik Simmons - IDT <erik.simmons@gsa.gov> Subject: Use of Building Engineer for Cabling

Jonah and Beau ---

We were able to get the \$(0) (4) for the cost of the building engineer opening closets etc down to \$720. This cost will be a 50/50 split between the Outgoing Vice President and Outgoing POTUS.

The split would be \$360 each. Please approve this expense.



Thank you, Kathy

--

Kathleen K. Geisler

Director

Program Execution Division

Office of Portfolio Management and Real Estate



Desiree -- Travel Voucher and Receipts

 Desiree Thompson (b) (6)
 Wed, Jul 14, 2021 at 11:15 AM

 To: Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov>
 Wed, Jul 14, 2021 at 11:15 AM

 Cc: Beau Harrison (b) (6)
 Kathy Geisler - WPXP <kathleen.geisler@gsa.gov>

Attached is the lodging receipt. I did not keep the original parking receipt so if you need to remove it from the report, that is fine.

From: Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov> Date: Wednesday, July 14, 2021 at 1:57 PM To: Desiree Thompson (b) (6) Cc: Beau Harrison (b) (6) <kathleen.geisler@gsa.gov> Subject: Re: Desiree -- Travel Voucher and Receipts

Good afternoon Beau and Desiree,

We have a few questions/outstanding items that came up as we were reviewing this submission.

Beau - can you please add some language into the memo justifying why this trip was driving instead of flying and also why a larger car than a compact car was necessary?

Desiree :

- 1. We are unable to read the parking receipt. Can you please submit a version of this that we are able to read?
- 2. Can you please submit a receipt other than a credit card receipt for your airbnb?
- 3. Complete and return the attached EFT form.

Attached is an updated version of your travel voucher broken out by line item. I am happy to walk you through it if you have any questions.

Please return these items to us **<u>ASAP</u>** so we can get this processed in time for close out.

Kaitlyn Schneider

U.S. General Services Administration

w: (b) (6)

inat	is correct!
Date	n: Kaitlyn Schneider - QMDDD < <u>kaitlyn.schneider@gsa.gov</u> > e: Friday, July 9, 2021 at 12:34 PM Beau Harrison (b) (6)
Cc:	Kathy Geisler - WPXP <kathleen.geisler@gsa.gov> ject: Re: Desiree Travel Voucher and Receipts</kathleen.geisler@gsa.gov>
Beat	1 - Thank you for sending this over.
	ree - I know that we talked about there being personal travel in conjunction with this trip king at the travel voucher, we are assuming this was your stay in (b) (6) from 3/14 - ? Can you please confirm the days you were on personal travel?
Гha	nk you,
Kait	lyn
Kait	lyn Schneider
U.S. (General Services Administration
vv . <mark>(D)</mark>	
On F	ri, Jul 9, 2021 at 5:31 AM Beau Harrison (b) (6) wrote:
	ey Kathy and Kaitlyn – as we mentioned yesterday, attached please find the travel voucher and documentation m Desiree's Travel a few months back.
Pl	ease let us know what else you need here.
Tł	anks,
	au Harrison

DTSEFT_Enrollment_Form[1][62].pdf



Desiree -- Travel Voucher and Receipts

Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov< th=""><th>z> Thu, Jul 15, 2021 at 9:21 AM</th></kaitlyn.schneider@gsa.gov<>	z> Thu, Jul 15, 2021 at 9:21 AM
To: Beau Harrison (b) (6) Cc: Desiree Thompson (b) (6)	Kathy Geisler - WPXP <kathleen.geisler@gsa.gov></kathleen.geisler@gsa.gov>
Thank you, Beau!	
Kaitlyn Schneider U.S. General Services Administration w: (b) (6)	
On Thu, Jul 15, 2021 at 3:23 AM Beau Harrison (b) (6)	wrote:
Updated memo attached!	
From: Kaitlyn Schneider - QMDDD <kaitlyn. Date: Wednesday, July 14, 2021 at 1:57 PM To: Desiree Thompson (b) (6) Cc: Beau Harrison (b) (6) <kathleen.geisler@gsa.gov> Subject: Re: Desiree Travel Voucher and</kathleen.geisler@gsa.gov></kaitlyn. 	Kathy Geisler - WPXP
Good afternoon Beau and Desiree,	
We have a few questions/outstanding items	that came up as we were reviewing this submission.
Beau - can you please add some language int instead of flying and also why a larger car th	to the memo justifying why this trip was driving an a compact car was necessary?
Desiree :	
are able to read?	eipt. Can you please submit a version of this that we than a credit card receipt for your airbnb? ' form.
Attached is an updated version of your trave walk you through it if you have any question	l voucher broken out by line item. I am happy to s.

Please return these items to us <u>ASAP</u> so we can get this processed in time for close out.

Kaitlyn Schneider
U.S. General Services Administration
w:(b) (6)
On Fri, Jul 9, 2021 at 12:41 PM Desiree Thompson (b) (6) > wrote:
That is correct!
From: Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov></kaitlyn.schneider@gsa.gov>
Date: Friday, July 9, 2021 at 12:34 PM To: Beau Harrison (b) (6)
(b) (6) Cc: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov></kathleen.geisler@gsa.gov>
Subject: Re: Desiree Travel Voucher and Receipts
Beau - Thank you for sending this over.
Desiree - I know that we talked about there being personal travel in conjunction with this trip.
Looking at the travel voucher, we are assuming this was your stay in (b) (6) from $3/14$ -
3/16? Can you please confirm the days you were on personal travel?
Thank you,
Kaitlyn
Kaitlyn Schneider
U.S. General Services Administration
W: (b) (6)
On Fri, Jul 9, 2021 at 5:31 AM Beau Harrison(b) (6) wrote:
Hey Kathy and Kaitlyn – as we mentioned yesterday, attached please find the travel voucher and documentation
from Desiree's Travel a few months back.
Please let us know what else you need here.
Thanks,



Beau Harrison

https://mail.google.com/mail/u/0?ik=8a8051196a&view=pt&search=all&permmsgid=msg-a%3Ar2427862150988615902&dsqt=1&simpl=msg-a%3Ar24... 3/3



DONALD J. TRUMP

July 9, 2021

To Whom It May Concern,

The Office of President Donald J. Trump is requesting direct payment to transition team employee, DESIREE THOMPSON SAYLE. The Electronic Funds Transfer form for the employees is attached.

The request for direct payment is for previously incurred travel expenses. The method of travel needed to be driving for this specific trip, as one of the main objectives was couriering large amounts of sensitive materials in conjunction with winding down the affairs of the Office of the President. A full SUV was required due to the amount of material needing to be transported.

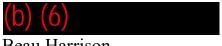
Completed vouchers are attached using the form OF-1012.

We understand that GSA will not reimburse the 501(c)(4) or Limited Liability Corporation (LLC) for any expenses in excess of the allowable per diem amount, including any adjustments to the allowable per diem for the first and last day of the trip.

As a designee of the Office of President Donald J. Trump for approving spending against the Presidential Transition Appropriation in the Memorandum of Understanding between GSA and the Office of the Outgoing President, I authorize these direct payments.

We request that GSA provide the amount of the allowable direct payment for our records.

Sincerely,



Beau Harrison Office of Donald J. Trump

b) (6			CARD MEMBER	3/6/21
DATE		DESCRIPTION		(d))
Mar 6	SPEEDWAY	SPEEDWAY 1-800-643-1948 OH		\$5.50
	500 SPEEDWAY DR	Will appear on your Mar 19, 2021 stateme OH	ent as SPEEDWAY 1-800-643-1948	
	ENON OH 45323-1056	CARD DESIREE SAYLE		
	45525-1056 (815) 293-2740 https://www.speedway.com/	MEMBERSHIP REWARDS POINTS 1X on Other purchases		5
		ADDITIONAL INFORMATION (b) (6) SERVICE STATION		
		a dana un un landa lan Kina una a t		
b) ((6		CARD MEMBER	
			DESIREE SAYLE	6
DATE		DESCRIPTION		(E) AMOUNT
Mar 6	PANERA BREAD CAFE INSTORE	PANERA BREAD #606017SMITHFIELD	uran and and a second and a second and a second a se	\$20.99
2X Points	1716 E MARKET ST	Will appear on your Mar 19, 2021 stateme #606017SMITHFIELD NC		42000
	SMITHFIELD NC	CARD DESIREE SAYLE		
	27577 (984) 201-8005	MEMBERSHIP REWARDS POINTS 2X U.S. Restaurants	42)
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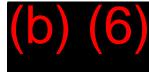
	WAN	U CONTACTIESS PALMENT?		
	u di	ownies is salbads App Extra algest com/pa, nd enter the following symmetric Code:		
		and the second		

DXGQDY

SPEEDWAY 0006960 Smithfield NC 27577 TRAN#: 1904748 3/6/2021 12:07 PM

Римр 06 Regular Unleaded 10.172 ŵ \$2.539/GAL GAS TOTAL \$25.83

TAX \$0.00 TOTAL \$25.83



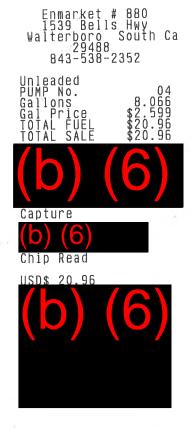
ENTRY METHOD: Chip Card

USD\$ 25.83



03/06/2021 12:02:47

Cardholder agrees to pay to issuer total charges per the agreement between cardholder & issuer. www.speedway.com



03/06/2021 16:15:28 I agree to pay the above Total Amount according to Card Issuer Agreement THANKS FOR SHOPPING AT ENMARKET

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3/6/21

5 17/21

(d)

\$13.97

(6 CARD MEMBER **DESIREE SAYLE** DESCRIPTION DATE MCDONALD'S MIMS FL Mar 7 McDonald's 4305 W MAIN ST 2X Points Will appear on your Mar 19, 2021 statement as MCDONALD'S MIMS FL MIMS CARD FL DESIREE SAYLE 32754-2107 MEMBERSHIP REWARDS POINTS (321) 264-9004 2X U.S. Restaurants 28 https://www.mcdonalds.com/us/enus_html ADDITIONAL INFORMATION



		DESIREE SAYLE					
DATE		DESCRIPTION	AMOUNT				
Mar 7	DOMINOS #5076	DOMINO'S 5076 000005DELRAY BEACH FL	\$40.24				
2X Points	142 SE 6TH AVENUE SUITE G THRU H	Will appear on your Mar 19, 2021 statement as DOMINO'S 5076 000005DELRAY BEACH FL					
	DELRAY BEACH	CARD					
	FL 33408	DESIREE SAYLE					
	(561) 330-0002	MEMBERSHIP REWARDS POINTS					
	https://www.dominos.com/en/?	2X U.S. Restaurants	80				
	redirect=homepage	ADDITIONAL INFORMATION					
		FAST FOOD REST.					

3/7/21



Please come again THANK YOU HAVE A NICE DAY

WELCOME 810 S DIXIE HWY LANTANA FL

DATE 3/9/21 9:38 TRAN# 9100178:38

3/8/21 CARD MEMBER DESIREE SAYLE AMOUNT DATE DESCRIPTION \$112.93 **ROCCO'S TACOS & TEQUILA BAR ROCCO'S TACOS & TEQUDELRAY BEACH FL** Mar 8 Will appear on your Mar 19, 2021 statement as ROCCO'S TACOS & 2X Points 110 E ATLANTIC AVE TEQUDELRAY BEACH FL -DELRAY BEACH CARD DESIREE SAYLE FL 33444 MEMBERSHIP REWARDS POINTS (561) 808-1100 226 2X U.S. Restaurants https://www.roccostacos.com/ ADDITIONAL INFORMATION b) 2 (9) PARKING RECEIPT RECEIPT License - te Nue LRC4633 PARKING RECEIPT 11:59 PM MAR 08, 2021 PARKING RECEIPT Pe - den $T_{\rm tr}$ E. 19, 16 14, 19, 2021 Perfame In Rate for Celebrary Rate for Particle Sci (0) our ficket # 05-02123 SiN # 5201705085 Setting Federsmell Garage Mach Name, Federspiel Univer Rate in Fict Midnight mit Type: Cc. (Swipe) ARKIN #^^^ (b) (6) Luth #: 537302

CARD MEMBER

DESIREE SAY! _



3/9/21 ((d))

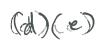
DATE		DESCRIPTION	AMOUNT
Mar 9	EXXONMOBIL INSIDE SALES	EXXONMOBIL 9957 LANTANA FL	\$8.87
	7	Will appear on your Mar 19, 2021 statement as EXXONMOBIL 9957 LANTANA FL	
	(800) 243-9966 TX 77389	CARD DESIREE SAYLE	
	(800) 243-9966 https://www.exxon.com/en	MEMBERSHIP REWARDS POINTS 1X on Other purchases 9	
		(b) (6) 400	

3/11/21 CARD MEMBER (4) **DESIREE SAYLE** DATE DESCRIPTION AMOUNT WALGREENS LANTANA FL \$102.13 WALGREENS Mar 11 105 E OCEAN AVE Will appear on your Mar 19, 2021 statement as WALGREENS LANTANA FL LANTANA CARD DESIREE SAYLE FL 33462 MEMBERSHIP REWARDS POINTS (800) 289-2273 1X on Other purchases 102 https://www.walgreens.com ADDITIONAL INFORMATION PHARMACIES 3/11/21 (e) CARD MEMBER **DESIREE SAYLE** DESCRIPTION AMOUNT DATE \$17.49 WALGREENS LANTANA FL Mar 11 WALGREENS 105 E OCEAN AVE Will appear on your Mar 19, 2021 statement as WALGREENS LANTANA FL LANTANA CARD FL DESIREE SAYLE 33462 MEMBERSHIP REWARDS POINTS (800) 289-2273 17 1X on Other purchases https://www.walgreens.com ADDITIONAL INFORMATION CARD MEMBER (f) DESIREE SAYLE AMOUNT DESCRIPTION DATE \$88.90 CAFFE LUNA ROSA DELRAY BEACH FL **CAFFE LUNA ROSA** Mar 11 34 S OCEAN BLVD, FINE DINING Will appear on your Mar 19, 2021 statement as CAFFE LUNA ROSA DELRAY 2X Points BEACH FL DELRAY BEACH CARD DESIREE SAYLE FL 33483-6932 MEMBERSHIP REWARDS POINTS (561) 274-9404 178 2X U.S. Restaurants http://caffelunarosa.com

ADDITIONAL INFORMATION



3/12/21 CARD MEMBER DESIREE SAYLE



DESCRIPTION AMOUNT DATE PUBLIX SUPERMARKETS DELRAY BEACH FL \$61.63 Mar 12 **Publix Super Market** 555 NE 5TH AVE Will appear on your Mar 19, 2021 statement as PUBLIX SUPERMARKETS DELRAY BEACH FL DELRAY BEACH CARD FL DESIREE SAYLE 33483 MEMBERSHIP REWARDS POINTS (561) 272-9460 1X on Other purchases 62 http://www.publix_com ADDITIONAL INFORMATION o) (6) CARD MEMBER DESIREE SAYLE DESCRIPTION AMOUNT DATE Mar 12 BurgerFi BURGERFI-DELRAY 0002DELRAY BEACH FL \$34.26 2X Points 6 S OCEAN BLVD Will appear on your Mar 19, 2021 statement as BURGERFI-DELRAY 0002DELRAY BEACH FL DELRAY BEACH CARD FL DESIREE SAYLE 33483-6932 MEMBERSHIP REWARDS POINTS (561) 278-9590 2X U.S. Restaurants 68 http://order.burgerfi.com/menu/burger fi-delray-beach ADDITIONAL INFORMATION

3/17/21



DESIREE SAYLE

DATE		DESCRIPTION		AMOUNT
Mar 17	EXXONMOBIL CAT OUTSIDE	EXXONMOBIL 4781 FLORENCE SC	ağınmalan görleri vararı varan döre valaşı deşi yaşı anağ dö	\$43.78
	5	Will appear on your Mar 19, 2021 statement as EXXONMOBIL 4781 FLORENCE SC		
	(800) 243-9966 TX	CARD DESIREE SAYLE		
	77389	DESINEE SATLE		
	(800) 243-9966	MEMBERSHIP REWARDS POINTS		
	https://www.exxon.com/en/contact-us	1X on Other purchases	44	
		ADDITIONAL INFORMATION		(1)
		(b) (6)		(7 '



CARD MEMBER

DESIREE SAYLE

Mar 17

DATE

2X Points

Chick-fil-A 2705 DAVID H MCLEOD BLVD

FLORENCE SC 29501 (843) 665-1512 https://www.chick-fil-a.com CHICK-FIL-A FLORENCE SC

Will appear on your Mar 19, 2021 statement as CHICK-FIL-A FLORENCE SC

CARD DESIREE SAYLE

DESCRIPTION

MEMBERSHIP REWARDS POINTS 2X U.S. Restaurants

ADDITIONAL INFORMATION



42

AMOUNT

\$21.43

CRISTAL CIT/ 2306 JEFFERSON DAVIS HMY Arlington, va 22202 Thanks for your business

EXXON EXPRESS PAY

CRYSTAL CITY FG51126166001 2300 JEFFERSON DAVIS ARLINGTON , VA 22202 03/17/2021 812773558 06:58:01 PM

(b) (6)

INVOICE 043210 AUTH 547429

PUMP# 11 Regular 12.535G PRICE/GAL \$2.999 FUEL TOTAL \$ 37.59

CREDIT \$ 37.59

Customer-activated Furchase/Capture Site #: 0000000004782827 Shift Number 0 Sequence Number 43240 Swiped APPROVED 547429

Tell us about your visit ! Visit www.myexxonmobil visit.com



Rental Agreement Summary



C Location

Pickup Mar 5, 2021 7:26 PM

Return Mar 17, 2021 7:45 PM

RONALD REAGAN WASH NATL AIRPRT ARLINGTON, VA 22202-3601 8446481606

RONALD REAGAN WASH NATL AIRPRT ARLINGTON, VA 22202-3601 8446481606

📸 Vehicle

Make/Model: CHRY/PACI Color: WHITE Car Class Driven: MVAR Car Class Charged: MVAR Miles In: 4220 Miles Dut: 1989 Milesge: 2231 Fuel In: 7/8 Fuel Out: Full License: LRC4633 State/Province: MS Unit #: 7VVXM8 Vehicle #: MR527854



Price/Unit Total

Renter Charges

TIME & DISTANCE 1 @ \$814.19 / W 03/05/2021 - 03/17/2021	\$814.19
EXTRA - TIME & 5 @ \$116.31 / DISTANCE DAY	\$581.55
03/05/2021 - 03/17/2021 NO CHARGE 0 © \$0.00 / MILE DISTANCE	\$0.00
09/05/2021 - 03/17/2021 DISCOUNT 7 00002	
REFUELING CHARGE 2 @ \$3.92 /	\$7.85
GALLON DCA CONTRACT FEE 12 @ \$3.50 / DAY 3.50/DAY	\$42.00
CONCESSION 11.11002 RECOVERY FEE	\$145.42
11.11 PCT	# 7 00
FEE 25/DAY	\$3.00
VA RENTAL FEE 2.00002 VA RENTAL TAX 4.00002 VA ADDITIONAL 4.00002	
VA RENTAL TAX 4.00002 VA ADDITIONAL 4.00002	
VA ADDITIONAL 4.0000× RENTAL TAX	\$52.04

		Total	Charges:	\$1,626.41
Charge	To:	(b)	(6)	
		Amo	ount Due:	\$0.00

Subject to Audit For Reservations: 1-800-RENT-A-CAR



CARD MEMBER

DESIREE SAYLE



DATE DESCRIPTION AMOUNT AIRBNB * HM85YBMXZJ SAN FRANCISCO CA \$3,300.46 AIRBNB Mar 5 888 BRANNAN ST Will appear on your Mar 19, 2021 statement as AIRBNB * HM85YBMXZJ SAN FRANCISCO CA SAN FRANCISCO CARD CA DESIREE SAYLE 94103-4932 MEMBERSHIP REWARDS POINTS (855) 424-7262 3,300 1X on Other purchases https://www.airbnb.com/



Your receipt from Airbnb

Receipt ID: RCHJW4NJXE · March 5, 2021



Delray Beach	Price breakdown	
6 nights in Delray Beach	\$433.33 x 6 nights	\$2,600.00
Sun, Mar 7, 2021 \rightarrow Sat, Mar 13, 2021	Cleaning fee	\$125.00
Entire home/apt · 4 beds · 1 guest	Service fee	\$384.71
720 Lake Avenue North Delray Beach, FL 33483 United States	Occupancy taxes and fees	\$190.75
Hosted by(b) (6)	Total (USD)	\$3,300.46
Confirmation code: HM85YBMXZJ Go to itinerary · Go to listing		
Traveler: Desiree Sayle		
Cancellation policy	Payment	
Cancel before 3:00 PM on Mar 7 and only get a refund of the cleaning fee. More details	(5) (4)	\$3,300.46
Cutoff times are based on the listing's local time	March 5, 2021 · 1:19:48 PM EST	φ3,300.40
	Amount paid (USD)	\$3,300.46

Visit the Help Center

Airbnb service fee

Occupancy taxes

Includes applicable VAT charges. Go to Payment Details to view VAT Invoice.

Airbnb Payments, Inc.

Airbnb Payments is a limited payment collection agent of your Host. It means that upon your payment of the Total Fees to Airbnb Payments, your payment obligation to your Host is satisfied. Refund requests will be processed in accordance with: (i) the Host's cancellation policy (available on the Listing); or (ii) Airbnb's Guest Refund Policy Terms, available at www.airbnb.com/terms. Questions or complaints: contact Airbnb Payments, Inc. at +1 (844) 234-2500.

Occupancy Taxes include Accommodations Tax (Palm Beach), General Sales and Use Tax (Florida), General Sales and Use Tax (Palm Beach).

Payment processed by: Airbnb Payments, Inc. 888 Brannan Street, San Francisco, CA 94103 Airbnb, Inc. 888 Brannan St, San Francisco, CA 94103 www.airbnb.com



ELECTRONIC FUNDS TRANSFER (EFT) ENROLLMENT FORM

Use this form to enroll in Direct Deposit of your federal payment from the General Services Administration

Privacy Act Statement Collection of this i used by the Government to make payme collecting and reporting on any delinque information by the vendor is mandatory. payment to the vendor.	e used for ind the Governm	come reporting and for ent. Disclosure of the					
Last Name	First Name			M.I.	Social Secu	urity Number (SSN)	
Sayle	Desiree			Т	(b) (6)		
Home Address	City				State	ZIP	
(b) (6)	(b) (6)				(b) (6)	(b) (6)	
Financial Institution Name		Financial Institution Routing Transit Number (RTN) 9 digit					
(b) (6)		(b) (6)					
Depositor Account Number			Account Type				
(b) (6)			X Checl	king	Savings		
Payee Email	Work Phone						
(b) (6)			(b) (6)				

Return to Heartland Finance Center, Financial Operations and Disbursement Division

Fax to: 816-823-5415

Finance Helpdesk Phone Number 816-926-7287 or 1-800-676-3690, option 3

TRAVEL VOUCH	ER			R ESTABLIS		NT,		TYPE OF TRAVEL 3. VOUCHER NUMBER				
(Read the Privacy Act Stat on the back)	ement	GSA Tra			-			EMPORARY DUTY ERMANENT	4. SCHEDULE N	UMBER		
5. a. NAME (Last, First, Mide	dlo Initial)						_	HANGE OF STATION	6. PERIOD OF T			
Т	,								a. FROM	b. TO		
R Sayle, Desiree The	ompso	n			(b) (ð				3/6/2021	3/17/2021		
C. MAILING ADDRESS (In	clude ZIF	P Code)						ICE TELEPHONE	7. TRAVEL AUT	HORIZATION		
L (b) (6)							NUM	1BER	b. DATE(S)			
E R							(b) (6		PT030521TH	03/06/2021		
(P										03/17/2021		
A e. PRESENT DUTY STAT	ION			f. RESIDENC	CE (City	and State))					
$\left \begin{array}{c} E \\ E \end{array} \right $ Arlington, Virginia				Washingto	on, D	С			10. CHECK NUN	IBER		
8. TRAVEL ADVANCE				9. CASH P					11. PAID BY			
a. Outstanding			\$0.00	a. DATE REC	CEIVED		b. AM					
b. Amount to be applied			\$0.00	c. PAYEE'S S				\$0.00				
c. Amount due Government Attached: Check	Cash		\$0.00				Digitally	y signed by Desiree Sayle				
d. Balance outstanding			\$0.00	Desiree	e Say	/le)21.04.11 15:48:57 -04'00'				
12. GOVERNMENT	l hereb	w assign to th		ates any right l	may ha	ve against a	anv part	ies in connection with reim	bursable	Traveler's Initials		
TRANSPORTATION REQUESTS, OR		ortation charg			inay na	vo ugunor i	any part		DTS			
TRANSPORTATION		GENT'S LUATION	ISSUING CARRIER	MODE, CLAS		DATE		PO	INTS OF TRAVEL			
TICKETS, IF PURCHASED WITH CASH		TICKET	(Initials)	SERVICE, A		ISSUEL		FROM		ТО		
(List by number below and attach passenger coupon; if												
cash is used show claim on		<i>(</i>)		(2)		())						
reverse side.)		(a)	(b)	(C)		(d)		(e)		(f)		
13. I certify that this voucher is												
									\$3,112.09			
SIGN HERE	,		Date	: 2021.04.11 16:36:16 -04'0	0'				φ3,112.09			
NOTE: Falsification of an item imprisonment for not more tha					n (28 U.	S.C. 2514)	and ma	-				
		d. Long distance telephone calls, if any, are certified as the Government. (NOTE: If long distance telephone calls										
5	approving official must have been authorized in writing by							a				
head of the department of	or ageno	cy to so cer	o certify (31 U.S.C. 680a).)									
		DATE IF ANY										
OFFICIAL SIGN HERE				(Explain and show amount)								
15. LAST PRECEDING V	OUCHE	R PAID UN	DER SAM	E TRAVEL A	UTHO	RIZATIO		. TOTAL VERIFIED CORF				
a. VOUCHER NUMBER	k	DISBURSI	NG OFFICE	SYMBOL	c. MON	NTH AND Y	EAR C	HARGE TO APPROPRIA	IION			
		D 00555						Certifier's Initials:				
16. THIS VOUCHER IS C AUTHORIZED	ERTIFIE	D CORRE		KUPER FOR	PAYN	IENT		. APPLIED TO TRAVEL A Appropriation symbol):	DVANCE	\$0.00		
CERTIFYING						:	ľ		k	\$0.00		
OFFICIAL SIGN HERE								NET TO TH	RAVELER			
18. ACCOUNTING CLAS	SIFICA	ΓΙΟΝ			1							

		Column (d) thru		Colu	nn (d) thru	(g) Show arr	ount incurred f	or each meal, in	Column (d) thru (g) Show amount incurred for each meal, including tax and tips, and daily total meal	s, and daily tot		continuation sheet.	i sheet.
SCHEDULE	ULE	Column (c): If the voucher includes		cost. (h) Show	MOL	ses, such as	laundry, cleani	ng and pressing	expenses, such as laundry, cleaning and pressing of clothes, tips to bellboys, porters, etc.	bellboys, porte		PAGE 1 OF	1 PAGES
OF EXPENSES AND AMOLINTS	SES C	per diem allowances for members of employee's immediate family, show member's names, ages, and relationship to employee and marital status of children (<i>unless</i>	Complete only for actual expense travel		<i>(other than fo</i> Complete for Show total sul) Show per die	<i>than for meals</i>). ete for per diem and total subsistence ex r per diem amount, l	(other than for meals). (i) Complete for per diem and actual expense travel. (j) Show total subsistence expense incurred for actu (m) Show per diem amount, limited to maximum rate	than for meals). lete for per diem and actual expense travel. total subsistence expense incurred for actual expense travel. v per diem amount, limited to maximum rate, or if travel on ac	(other than for meals). (i) Complete for per diem and actual expense travel. (j) Show total subsistence expense incurred for actual expense travel. (m) Show per diem amount, limited to maximum rate, or if travel on actual expense, show the lesser of	ense, show the		EL AUTHOR	ION NUMBER
CLAIMED	ED	information is shown on the travel authorization.)		t (n) S d d e	the amount i Show expens distance tele etc.	from column ses, such as phone calls t	the amount from column (J) or maximum rate. Show expenses, such as taxi/limousine fares, distance telephone calls for Government busir etc.	n rate. fares, air fare <i>(if</i> t business, car r	the amount from column (j) or maximum rate. (n) Show expenses, such as taxi/limousine fares, air fare <i>(if purchased with cash)</i> , local or long distance telephone calls for Government business, car rental, relocation other than subsistence, etc.	as <i>h)</i> , local or lor ther than subsis		TRAVELER'S LAST NAME Sayle	ME
DATE	TIME	DESCRIPTION			ITEMIZI	ED SUBSIS.	ITEMIZED SUBSISTENCE EXPENSES	ISES				AMOUNT CLAIMED	
	(Hour and am/pm)	(Departure/arrival city, per diem computation, or other explanations of expense)	BREAKFAST	MEALS LUNCH DIN	EALS	TOTAL	MISCELLANEOUS SUBSISTENCE	LODGING	TOTAL SUBSISTENCE FXPENSE	RATE: ¢ NUMBER	MILEAGE	SUBSISTENCE	OTHER
(a)	(q)	(c)	(p)	(e)	(f)	(g)	(h)	(i)	(j)	OF MILES (k)	(1)	(m)	(u)
03 / 06		M&IE - Jacksonville, FL (stopover)					\$41.25		\$41.25			\$41.25	
03 / 07		M&IE & Lodging - Palm Beach, FL					\$61.00	\$205.00	\$266.00			\$266.00	
03 / 08		M&IE & Lodging - Palm Beach, FL					\$61.00	\$205.00	\$266.00			\$266.00	
03 / 09		M&IE & Lodging - Palm Beach, FL					\$61.00	\$205.00	\$266.00			\$266.00	
03 / 10		M&IE & Lodging - Palm Beach, FL					\$61.00	\$205.00	\$266.00			\$266.00	
03 / 11		M&IE & Lodging - Palm Beach, FL					\$61.00	\$205.00	\$266.00			\$266.00	
03 / 12		M&IE & Lodging - Palm Beach, FL					\$61.00	\$205.00	\$266.00			\$266.00	
03 / 13		M&IE - Jacksonville, FL (stopover)					\$55.00		\$55.00			\$55.00	
03/17		M&IE - return to DC					\$41.25		\$41.25			\$41.25	
03/17		gasoline - TDY (total)					\$158.78		\$158.78			\$158.78	
03 / 08		parking											
03/17		rental car - TDY					\$1,219.81		\$1,219.81			\$1,219.81	
lf addii	tional spa	If additional space is required, continue on another Optional Form 1012	er Optioni	al Form	1012 B.	ACK, lea	BACK, leaving the front blank.	ont blank.	TOT	TOTALS		\$3,112.09	
complian arch 27, 1 gible indiv e Governr	ce with the P 962, E.O. 93 /iduals for all nent. The int	In compliance with the Privacy Act of 1974, the following information is provided: Solicitation of the information on this form is authorized by E.O. 11609 of July 22, 1971, E.O. 11012 of March 27, 1962, E.O. 9397 of November 22, 1943, and 26 U.S.C. 6011(b) and 6109. The primary purpose of the requested information is to determine payment or reimbursement to eligible individuals for allowable travel and/or relocation expenses incurred under appropriate administrative authorization and to record and maintain costs of such reimbursements to the Government. The information will be used by officers and employees who have a need for the information in the performance of their official duties. The information may be	rovided: Soli b) and 6109. ed under appr s who have a	citation of The prima opriate ad need for th	the informat ry purpose ministrative ne informati	ion on this for of the reque- authorizatio on in the per	orm is authorize sted informatio n and to record formance of th	ed by E.O. 11609 n is to determine and maintain co	Information on this form is authorized by E.O. 11609 of July 22, 1971, E.O. 11012 urpose of the requested information is to determine payment or reimbursement to istrative authorization and to record and maintain costs of such reimbursements to formation in the performance of their official duties. The information may be	E.O. 11012 of bursement to ursements to may be	Enter the tota in ite	Enter the total of columns (I), (m), and (n) below in item 13 on the front of this form.	and (n) below and this form.
crosed to s agency ur Social yer and/o ome. Dis im may re	appropriate in connectiol Security Nur security ve ir employee i sclosure of yc esult in delav	discosed to appropriate recertal, state, local, or noregn agences, when relevant to dwn, criminal, or regulatory investigations of prosecutions, or when pursuant to a requirement by this agency in connection with the hiring or fing of an employee, the issuance of a security clearance, or investigations of the performance of official duty while in Government service. Your Social Security Number (SSN) is solicifed under the authority of the Internal Revenue Code (26 U.S.C. 6011(b) and 6109) and E.O. 3397, November 22, 1943, for use as a tax payer and/or employee identification number; disclosure is MANDATORY on vouchers claiming travel and/or relocation allowance expense reimbursement which is, or may be, taxable income. Disclosure of your SSN and other required information is voluntary in all other instances; however, failure to proved the information (other than SSN) required to support the claim may result in delay or loss of reimbursement.	relevant to ch uance of a se Internal Rew Y on vouchers ntary in all oth	vii, crimina curity clea enue Code s claiming ner instanc	l, or regular rance, or inv ≥ (26 U.S.C. travel and/o tes; howeve	ory investigations /estigations 6011(b) and r relocation r, failure to p	of the performa of the performa 1 6109) and E.(allowance expe roved the infor	utuons, or wnen ince of official du O. 9397, Novem ense reimburserr mation (other th	oursuant to a requ ty while in Goverr oer 22, 1943, for u ent which is, or m an SSN) required	interment by iment service. ise as a tax ay be, taxable to support the	TOTAL AMOUNT CLAIMED	\$3,112.09	



Stamps

Beau Harrison (b) (6) To: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov>, Desiree Thompson (b) (6) Cc: Cheryl Williams - WPMABH <cheryl.d.williams@gsa.gov>, Kaitlyn Schneider - QMD</cheryl.d.williams@gsa.gov></kathleen.geisler@gsa.gov>	Mon, Jul 12, 2021 at 1:51 PM DD <kaitlyn.schneider@gsa.gov></kaitlyn.schneider@gsa.gov>
Approved!	
From: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov> Sent: Monday, July 12, 2021 4:50:32 PM To: Desiree Thompson (b) (6) Cc: Cheryl Williams - WPMABH <cheryl.d.williams@gsa.gov>; Kaitlyn Schneider - <kaitlyn.schneider@gsa.gov>; Beau Harrison (b) (6) Subject: Re: Stamps</kaitlyn.schneider@gsa.gov></cheryl.d.williams@gsa.gov></kathleen.geisler@gsa.gov>	QMDDD
Beau please approve \$2040 for Stamps.com. Thank you, Kathy	
On Mon, Jul 12, 2021 at 3:05 PM Desiree Thompson (b) (6)	wrote:
We are going into our final push sending mail this week, can we replenish stamp fur	nds as soon as possible, please!

Desiree Thompson Sayle

Director of Correspondence

Office of Donald J. Trump

0) (6)

(b) (6)

Kathleen K. Geisler Director Program Execution Division Office of Portfolio Management and Real Estate (b) (6) (desk) (cell)



Fri, Jul 2, 2021 at 8:50 AM

6/20 - 7/3 Payroll Memo Due

Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov> To: Beau Harrison (b) (6) Cc: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov></kathleen.geisler@gsa.gov></kaitlyn.schneider@gsa.gov>
Thank you!
Kaitlyn Schneider U.S. General Services Administration w: (b) (6)
On Fri, Jul 2, 2021 at 6:55 AM Beau Harrison (b) (6) wrote:
Memo attached!
To: Beau Harrison (b) (6) Cc: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov> Subject: 6/20 - 7/3 Payroll Memo Due</kathleen.geisler@gsa.gov>
Good afternoon Beau,
Please submit as soon as possible with Monday being a holiday.
Thank you,
17 - '11
Kaitlyn

U.S. General Services Administration

w: (b) (6)



July 2, 2021

To Whom It May Concern,

The Office of Outgoing President Donald J. Trump requests that GSA pay the employees listed below at the previously established rate of pay for the days identified below.

Additions since last memo: NONE

Departures since last memo: NONE

As a designee of the outgoing President for the purposes of authorizing spending against the Outgoing Presidential Transition appropriation, I approve this documentation of the days for which the employees below should be paid.

Please let me know if you have any questions.

Sincerely,



Beau Harrison Office of Donald J. Trump

Nama	6/20	6/21	6/22	6/23	6/24	6/25	6/26	6/27	6/28	6/29	6/30	7/1	7/2	7/3
Name	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat
Dan														
Scavino														
Molly														
Michael														
Nicholas														
Luna														
Beau														
Harrison														
Stephen														
Miller														
Hayley														
D'Antuono													_	
Marcia														
Kelly														
Eliza														
Thurston Desiree														
Thompson														
(b) (6)														
(b) (6)														
(b) (6)														
(b) (6)									1		1	1		



6/6 - 6/19 Payroll Memo Due

Beau Harrison (b) (6)

Tue, Jun 22, 2021 at 6:42 AM

To: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov> Cc: Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov>, Josette Colyne - CR1P <josette.colyne@gsa.gov>, Jearline Nicome - CSC <jearline.nicome@gsa.gov>

Got it - thank you!

From: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov>

Sent: Tuesday, June 22, 2021 9:28:47 AM

To: Beau Harrison (b) (6)

Cc: Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov>; Jose e Colyne - CR1P <josette.colyne@gsa.gov>; Jearline Nicome - CSC <jearline.nicome@gsa.gov>

Subject: Re: 6/6 - 6/19 Payroll Memo Due

Beau --- I wanted to make you aware that since the request for the salaries increases was received late there could be issues with payroll. GSA made the changes for the salary increases effective for the last pay period but sometimes when late submissions are entered it causes other issues. If you see any issues, please let us know.

For future reference, we advise that you provide us a minimum of a week to make salary changes or off-boarding changes. This allows our HR and payroll staff time to make the changes in ample time to process in the bi-weekly payroll process.

Thank you, Kathy

On Mon, Jun 21, 2021 at 4:51 PM Beau Harrison (b) (6) wrote:

Thanks Kathy – attached please find the signed memo! We all worked on June 18th.

Thanks,

Beau

From: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov> Date: Monday, June 21, 2021 at 1:25 PM To: Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov> Cc: Beau Harrison (b) (6) Subject: Re: 6/6 - 6/19 Payroll Memo Due

Beau --- this is a reminder that we will need your payroll memo by COB, today. Also since Friday, June 18 was a Federal holiday, we need to know if your staff took the holiday or worked?

Thank you, Kathy

On Thu, Jun 17, 2021 at 6:51 PM Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov> wrote:

Good evening Beau,
Please submit no later than COB Monday.
Thank you,
Kaitlyn
Kaitlyn Schneider
U.S. General Services Administration
w: (b) (6)
Kathleen K. Geisler
Director
Program Execution Division
Office of Portfolio Management and Real Estate
(b) (6) (desk)
(b) (6) (cell)

Kathleen K. Geisler Director Program Execution Division Office of Portfolio Management and Real Estate (0) (6) (desk) (0) (6) (cell)



June 21, 2021

To Whom It May Concern,

The Office of Outgoing President Donald J. Trump requests that GSA pay the employees listed below at the previously established rate of pay for the days identified below.

Additions since last memo: NONE

Departures since last memo:

- Scott Gast (last day was June 14, 2021)

Salary Rate Changes since last memo:

- (b) (6) now \$105,000 per annum as of June 6,2021
- (b) (6) now \$135,000 per annum as of June 6, 2021
- Desiree Sayle Thompson now \$150,000 per annum as of June 6, 2021
- (b) (6) now \$105,000 per annum as of June 6, 2021
- (b) (6) now \$115,000 per annum as of June 6, 2021
- Hayley D'Antuono now \$170,000 per annum as of June 6, 2021
- Beau Harrison now \$170,000 per annum as of June 6, 2021

As a designee of the outgoing President for the purposes of authorizing spending against the Outgoing Presidential Transition appropriation, I approve this documentation of the days for which the employees below should be paid.

Please let me know if you have any questions.

Sincerely,

(D) (O) Beau Harrison Office of Donald J. Trump

Name	6/6	6/7	6/8	6/9	6/10	6/11	6/12	6/13	6/14	6/15	6/16	6/17	6/18	6/19
Name	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat
Dan														
Scavino														
Molly														
Michael														
Nicholas														
Luna						-								
Beau										-			-	
Harrison		-				-								
Stephen														
Miller														
Hayley														
D'Antuono		-				-								
Marcia														
Kelly Scott						-		-						
Gast														
Eliza						-								
Thurston														
Desiree		-				-								
Thompson														
(b) (6)		-												
(b) (6)														
(b) (6)														
(b) (6)														



Outgoing Transition - Move Contract for One Potomac Yard Beau Harrison Die (a) To: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov>, Jonah Wainwright Die (b) (a) Cc: Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov> Approved – thank you From: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov> Date: Tuesday, June 15, 2021 at 1:53 PM To: Jonah Wainwright Die (b) Giesen - QMDDD <kaitlyn.schneider@gsa.gov> Date: Tuesday, June 15, 2021 at 1:53 PM To: Jonah Wainwright Die (b) Cc: Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov> Beau Harrison Eau Harrison Die (b) Co Co Co Co Subject: Outgoing Transition - Move Contract for One Potomac Yard Subject: Outgoing Transition - Move Contract for One Potomac Yard

Jonah and Beau ---

We have received the proposal for the move contract for the Outgoing Transition Offices located in Arlington. The total cost is \$3263.00. This cost will be split 50/50 between the Outgoing VP and Outgoing POTUS.

Please approve the amount of \$1631.50 each for this contract.

Thank you, Kathy

Kathleen K. Geisler

Director

Outgoing Transition





Re: Network and Cabling Decommissioning

Beau Harrison (b) (6)

Wed, Jun 9, 2021 at 2:37 PM

To: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov> Cc: Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov>, Cheryl Williams - WPMABH <cheryl.d.williams@gsa.gov>

Approved - thanks!

From: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov> Date: Wednesday, June 9, 2021 at 5:11 PM To: Beau Harrison (b) (6) Cc: Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov>, Cheryl Williams - WPMABH <cheryl.d.williams@gsa.gov> Subject: Fwd: Network and Cabling Decommissioning

Beau -- do you approve the decommissioning of the cabling and connectivity at One Potomac Yard?

------ Forwarded message ------From: Jonah Wainwright (b) (6) Date: Mon, Jun 7, 2021 at 12:35 PM Subject: Re: Network and Cabling Decommissioning To: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov> Cc: William Harrison (b) (6) , Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov>, Erik Simmons - IDT <erik.simmons@gsa.gov>, Cheryl Williams - WPMABH <cheryl.d.williams@gsa.gov>

This is approved.

Thanks,

Jonah

On Fri, Jun 4, 2021 at 5:42 PM Kathy Geisler - WPXP <kathleen.geisler@gsa.gov> wrote:

We received an updated quote on the cabling and network which is slightly higher. The revised quote is \$2368.20. The cost will be split 50/50 between the Outgoing VP and Outgoing President's Correspondence Office. The 50/50 cost is \$1172.10. Once you approve we will award the contract. Net100 is getting booked and they want a 30 day window for scheduling. I'd appreciate your concurrence as soon as possible.

)21	GSA.gov Mail - Re: Network and Cabling Decommissioning
	Thank you, Kathy
	On Thu, Jun 3, 2021 at 10:52 AM Kathy Geisler - WPXP <kathleen.geisler@gsa.gov> wrote:</kathleen.geisler@gsa.gov>
	Jonah and Beau
	As we prepare for closing out the Outgoing Transition space at One Potomac Yard. This is one of the first contracts that we will be awarding. This is for the decommissioning the network and cabling. The quote is for (0) (4). The cost will be split 50/50 between the Outgoing VP and Outgoing President's Correspondence Office. The 50/50 cost is (0) (4).
	Please approve this amount.
	Thank you, Kathy
	Kathleen K. Geisler
	Director
	Outgoing Transition
	(b) (6) (desk)
	(b) (6) (cell)
	-
	Kathleen K. Geisler
	Director
	Program Execution Division
	Office of Portfolio Management and Real Estate
	b) (6) (desk)
	b) (6) (cell)

Kathleen K. Geisler

Director

Program Execution Division

Office of Portfolio Management and Real Estate





Fwd: Postage please!

Beau Harrison (b) (6) Wed, Jun 9, 2021 at 2:37 PM To: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov>, Desiree Thompson (0) (6) Cc: Cheryl Williams - WPMABH <cheryl.d.williams@gsa.gov>, Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov> Approved - thank you! From: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov> Date: Wednesday, June 9, 2021 at 5:10 PM To: Desiree Thompson (b) (6) Cc: Cheryl Williams - WPMABH < cheryl.d.williams@gsa.gov >, Beau Harrison Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov> b) (b) Subject: Re: Postage please! Beau --- is this approved? On Wed, Jun 9, 2021 at 5:07 PM Desiree Thompson (b) (6) wrote: Please reload 2,000 when possible. Also, I have received the toner waste cartridge and the wrong one was delivered. Is there something I need to provide for model number? Desiree Thompson Sayle Director of Correspondence Office of Donald J. Trump

Kathleen K. Geisler

Director

Program Execution Division

8/2/2021

Office of Portfolio Management and Real Estate





5/23 - 6/5 Payroll Memo Due

Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov> To: Beau Harrison (b) (6) Cc: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov></kathleen.geisler@gsa.gov></kaitlyn.schneider@gsa.gov>	Mon, Jun 7, 2021 at 2:27 PM
Thank you!	
Kaitlyn Schneider U.S. General Services Administration w: (0) (6)	
On Mon, Jun 7, 2021 at 1:48 PM Beau Harrison (b) (6) > wrote:	
Memo attached!	
From: Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov> Date: Thursday, June 3, 2021 at 6:51 PM To: Beau Harrison (b) (6) Cc: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov> Subject: 5/23 - 6/5 Payroll Memo Due Good evening Beau,</kathleen.geisler@gsa.gov></kaitlyn.schneider@gsa.gov>	
Please submit no later than COB Monday.	
Thank you,	
Kaitlyn	
Kaitlyn Schneider	
U.S. General Services Administration	
w: (b) (6)	



June 7, 2021

To Whom It May Concern,

The Office of Outgoing President Donald J. Trump requests that GSA pay the employees listed below at the previously established rate of pay for the days identified below.

Additions since last memo: NONE

Departures since last memo: NONE

As a designee of the outgoing President for the purposes of authorizing spending against the Outgoing Presidential Transition appropriation, I approve this documentation of the days for which the employees below should be paid.

Please let me know if you have any questions.

Sincerely,



Beau Harrison Office of Donald J. Trump

N	5/23	5/24	5/25	5/26	5/27	5/28	5/29	5/30	5/31	6/1	6/2	6/3	6/4	6/5
Name	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat
Dan														
Scavino														
Molly														
Michael														
Nicholas														
Luna														
Beau														
Harrison														
Stephen														
Miller														
Hayley														
D'Antuono														
Marcia														
Kelly														
Scott														
Gast													-	
Eliza														
Thurston							-							
Desiree														
Thompson													_	
(b) (6)														
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(b) (6)														
(b) (6)														



Move of the Multi-Functioning Printer

 Beau Harrison (b) (6)
 Mon, Jun 7, 2021 at 9:43 AM

 To: Jonah Wainwright (b) (6)
 Kathy Geisler - WPXP <kathleen.geisler@gsa.gov>

 Cc: Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov>, Cheryl Williams - WPMABH <cheryl.d.williams@gsa.gov>,

 Erik Simmons - IDT <erik.simmons@gsa.gov>, Anne Marie Davis - IDTBD <annemarie.davis@gsa.gov>, Sherry Payne

 IDTBC <sherry.payne@gsa.gov>

Approved

Get Outlook for iOS

From: Jonah Wainwright(b) (6)

Sent: Monday, June 7, 2021 12:35:19 PM

To: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov>

Cc: Beau Harrison (b) (6) ; Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov>; Cheryl Williams - WPMABH <cheryl.d.williams@gsa.gov>; Erik Simmons - IDT <erik.simmons@gsa.gov>; Anne Marie Davis - IDTBD <annemarie.davis@gsa.gov>; Sherry Payne - IDTBC <sherry.payne@gsa.gov> **Subject:** Re: Move of the Mul -Func oning Printer

This is approved.

Thanks, Jonah

On Mon, Jun 7, 2021 at 12:13 PM Kathy Geisler - WPXP <kathleen.geisler@gsa.gov> wrote: Jonah and Beau --- the quote for the move of the multi-functioning printers is \$567.00. This will be a 50/50 split of \$283.50.

Please approve this estimate.

Thank you, Kathy

Kathleen K. Geisler Director Program Execution Division Office of Portfolio Management and Real Estate (b) (6) desk) (b) (6) (cell)



5/9 - 5/22 Payroll Memo Due

To:	t hy Geisler - WPXP <kathleen.geisler@gsa.gov> : Beau Harrison <mark>(b) (6)</mark> :: Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov></kaitlyn.schneider@gsa.gov></kathleen.geisler@gsa.gov>	Mon, May 24, 2021 at 10:55 AM
Г	Thank you	
C	On Mon, May 24, 2021 at 1:16 PM Beau Harrison <mark>(b) (6)</mark>	wrote:
	Memo attached – thank you!	
	From: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov> Date: Monday, May 24, 2021 at 9:01 AM To: Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov> Cc: Beau Harrison (b) (6) Subject: Re: 5/9 - 5/22 Payroll Memo Due</kaitlyn.schneider@gsa.gov></kathleen.geisler@gsa.gov>	
	Beau just a friendly reminder to submit by COB today. Thank ye	ou, Kathy
	On Thu, May 20, 2021 at 4:51 PM Kaitlyn Schneider - QMDDD <kaitlyn.schneide< td=""><td>er@gsa.gov> wrote:</td></kaitlyn.schneide<>	er@gsa.gov> wrote:
	Good afternoon Beau,	
	Please submit no later than COB Monday.	
	Thank you, Kaitlyn	
	Kaitlyn Schneider	
	U.S. General Services Administration	
	w: (b) (6)	
	Kathleen K. Geisler	
	Director	
	Program Execution Division	
	Office of Portfolio Management and Real Estate	



Kathleen K. Geisler Director Program Execution Division Office of Portfolio Management and Real Estate (b) (6) (desk) (b) (6) (cell)



May 24, 2021

To Whom It May Concern,

The Office of Outgoing President Donald J. Trump requests that GSA pay the employees listed below at the previously established rate of pay for the days identified below.

Additions since last memo: NONE

Departures since last memo: NONE

As a designee of the outgoing President for the purposes of authorizing spending against the Outgoing Presidential Transition appropriation, I approve this documentation of the days for which the employees below should be paid.

Please let me know if you have any questions.

Sincerely,



Beau Harrison Office of Donald J. Trump

Num	5/9	5/10	5/11	5/12	5/13	5/14	5/15	5/16	5/17	5/18	5/19	5/20	5/21	5/22
Name	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat
Dan Scavino												/ /		
Molly Michael														
Nicholas														
Luna														
Beau Harrison														
Stephen Miller														
Hayley D'Antuono														
Marcia Kelly														
Scott Gast														
Eliza Thurston		_												
Desiree Thompson														
(b) (6)														
(b) (6)														
(b) (6)														
(b) (6)														



Wed, May 12, 2021 at 1:17 PM

Travel Reimbursement for NY

Beau Harrison (b) (6) To: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov> Cc: Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov>

Awesome - thank you!

Get Outlook for iOS

From: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov> Sent: Wednesday, May 12, 2021 4:14:29 PM To: Beau Harrison(b) (6) Cc: Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov> Subject: Travel Reimbursement for NY

Beau ----

Please see the attached letter approving the travel vouchers submitted by yourself, Molly Michaels, and (b) (6) for travel to NY on April 17-20, and Molly's travel on March 5-7.

Thank you, Kathy

Kathleen K. Geisler Director Outgoing Transition (desk) (cell)



U.S. General Services Administration

May 12, 2021

Mr. William B. Harrison 1100 S. Ocean Blvd. Palm Beach, FL 33480

Dear Mr. Harrison,

The General Services Administration (GSA) has reviewed the request for direct payment to three transition team employees for previously incurred hotel and meals and incidentals costs. GSA has reviewed the OF-1012 paper voucher as well as the receipts associated with all expenses over \$75.

Based on this evaluation, GSA has determined that the allowable amount of the direct payment for these activities to be as follows:

William Harrison - \$404.45 (b) (6) - \$190.00 Molly Michael - \$380.00 (two trips - \$190.00 each)

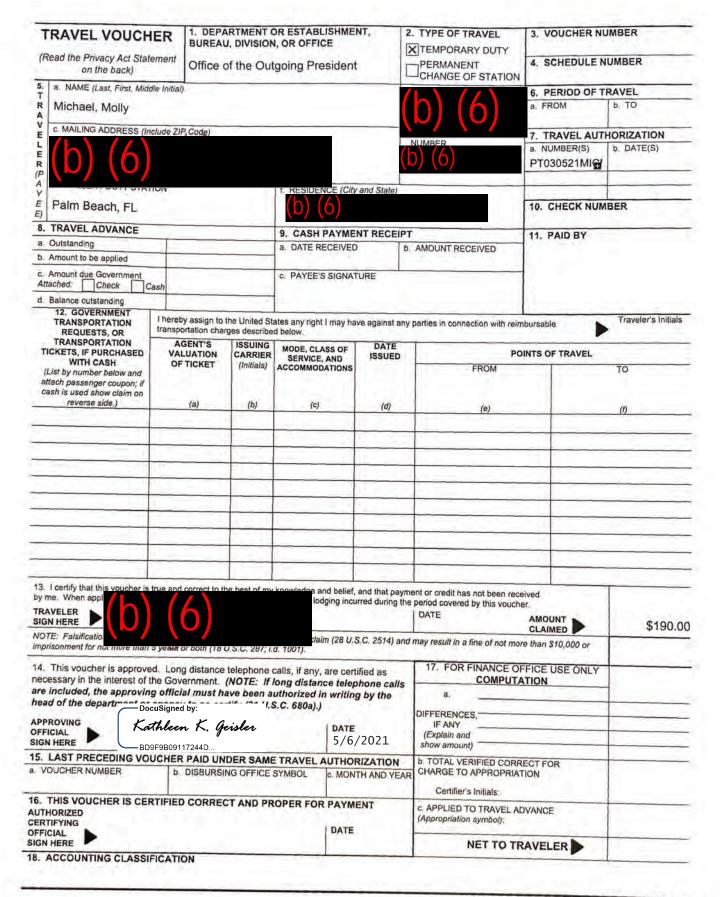
Documentation supporting this calculation is attached.

I have verified that you are a designee of the Donald J. Trump Transition Team for the purpose of authorizing spending against the Presidential Transition Appropriation. As the GSA approving official for this activity, I will approve GSA's direct payment to these employees in these amounts for processing.

Thank you, KATHLEEN Blildy signed by KATHLEEN GEBLER Bevole Address and Addres

Kathy Geisler Director Outgoing Transition

> 1800 F Street, NW Washington DC 20405-0002 www.gsa.gov



SCHEDULE	ULE	INSTRUCTIONS TO TRAVELER (Unlisted items are self-explanatory) Column (d) linu Column (c): If the voucher includes Column (c): If the voucher includes (h) Show expension	niisted items e	re self-ex Colu cost (h) S	(planator) mn (d) thn show expe	() (g) Show a nses, such a	imount incurred is laundry, clean	or each meal, i ng and pressin	In-explanatory) column (d) thru (g) Show amount incurred for each meal, including tax and typs, and daily total meal cost. (h) Show expenses, such as laundry, cleaning and pressing of clothes, tips to beliboys, porters, etc.	ips, and daily tota o beliboys, porter		Complete this information if this is a continuation sheet.	ation if this is a sheet. 2 PAGES
EXPENSES AND AMOUNTS CLAIMED	ISES 0 NTS NED		Complete only for actual expense travel	222.8	(other than for meals) Complete for per diem Show (otal subsistence Show per diem amou the amount from colt Show expenses, such distance telephone or	for meals). r per dlem a ubsistence e tiem amount from colum ses, such a ephone call;	(other than for meals). (Other than for meals). (I) Complete for per diem and actual expense travel. (I) Show total subsistence expense incurred for actual expense travel. (I) Show per diem amount, ilimited to maximum rate, or if travel on actim the amount from column (<i>I)</i> or maximum rate. (In) Show expenses, such as taxtilimousine fares, air fare (<i>if purchase</i> distance telephone calls for Government business, car rental, relo	te travel. for actual expe num rate, or if t 1 rate. ares, air fare <i>(i</i> t business, car	(other than for meals). () Complete for per diem and actual expense travel. () Show (otal subsistance expanse incurred for actual expense travel. (m) Show per diem amount, limited to maximum rate, or if travel on actual expense, show the lesser of the amount from column () or maximum rate, and farre (if purchased with cash), local or long distance telephone calls for Government business, car rental, relocation other than subsistence,	pense, show the ash), local of lon other than subsis		UTHO	NUME
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3/6		Per Diem Computation					\$76.00		\$76.00			\$76.00	
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compliant inch 27, 1 gible indiv Governn	se with the Pri 962, E.O. 939 iduals for allor rent. The info	In compliance with the Privacy Act of 1974, the following information is provided: Solicitation of the information on this form is authorized by E.O. 11609 of July 22, 1971, E.O. 11012 of March 27, 1962, E.O. 9397 of November 22, 1943, and 26 U.S.C. 6011(b) and 6109. The primary purpose of the requested information is to determine payment or reimbursement to eligible individuals for allowable travel and/or relocation expenses incurred under appropriate administrative authorization and to record and maintain costs of such reimbursements to the Government. The information will be used by officers and employees who have a need for the information in the performance of their official duties. The information may be	provided: Solic 1(b) and 6109. rred under appreses who have a	The prima prinate ad	he informa y purpose ninistrative e informat	tion on this f of the reque authorization ion in the pe	form is authorize ested information on and to record	d by E.O. 1160 is to determine and maintain c ir official duties	citation of the information on this form is authorized by E.O. 11609 of July 22, 1971, E.O. 11012. The primary purpose of the requested information is to determine payment or reimbursement to ropriate administrative authorization and to record and maintain costs of such reimbursements to need for the information in the performance of their official duties. The information may be	. E.O. 11012 of bursement to bursements to may be	Enter the tota in it	Enter the total of columns ((), (m), and (n) below and In item 13 on the front of this form.	and (n) below an his form.
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Subject: Please DocuSign: PT030521MICM Trave	el Voucher.pdf	
Source Envelope:		
Document Pages: 2	Signatures: 1	Envelope Originator:
Certificate Pages: 1	Initials: 0	Kathleen K. Geisler
AutoNav: Enabled		1800F F St NW
EnvelopeId Stamping: Enabled		Washington DC, DC 20405
Time Zone: (UTC) Dublin, Edinburgh, Lisbon, Lon	ldon	kathleen.geisler@gsa.gov
		IP Address: (b) (6)
Record Tracking		
Status: Original	Holder: Kathleen K. Geisler	Location: DocuSign
5/6/2021 5:13:37 PM	kathleen.geisler@gsa.gov	-
Security Appliance Status: Connected	Pool: FedRamp	
Storage Appliance Status: Connected	Pool: US General Services Administration	Location: DocuSign
Signer Events	Signature	Timestamp
Kathleen K. Geisler	- DocuSigned by:	Sent: 5/6/2021 5:14:37 PM
kathleen.geisler@gsa.gov	Kathleen K. Geisler	Viewed: 5/6/2021 5:15:09 PM
US General Services Administration	BD9F9809117244D_	Signed: 5/6/2021 5:15:34 PM
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Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	5/6/2021 5:14:37 PM
Certified Delivered	Security Checked	5/6/2021 5:15:09 PM
Signing Complete	Security Checked	5/6/2021 5:15:34 PM
Completed	Security Checked	5/6/2021 5:15:34 PM
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8. TRAVEL ADVANCE			9. CASH PAY	MENT RECEIP	Т	11. PAID BY	
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TICKETS, IF PURCHASED WITH CASH	OF TICKET		SERVICE, AND ACCOMMODATIO		FROM		то
(List by number below and attach passenger coupon; if							
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13. I certify that this vourbest by me. When applicable	(L)			incurred during th	ment or credit has not been rec le period covered by this vouch		
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imprisonment for not more that	b years or both	18 U.S.C. 287;1	.a. 1001).		17. FOR FINANCE OF		
14. This voucher is approvinecessary in the interest of					COMPUT		
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SIGN HERE		•	5	5/5/2021	show amount)		
15. LAST PRECEDING V	And the party of the other	UNDER SAM			b. TOTAL VERIFIED CORR		
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16. THIS VOUCHER IS C AUTHORIZED CERTIFYING	RTIFIED COR	RECT AND P			c. APPLIED TO TRAVEL AI (Appropriation symbol):	DVANCE	
OFFICIAL			D	ATE		RAVELER	

OPTIONAL FORM 1012 (REV. 10/2016)

9	SCHEDULE	INSTRUCTIONS TO INAVELER (Unlisted items are self-explanatory) Column (d) thru Column (c): If the voucher includes	(Unisted items	are self- Co	rtrexplanator Column (d) thi cost.	u (g) Show a	amount incurred	for each meal,	rr-explanationy) Column (d) thnu (g) Show amount incurred for each meal, including tax and tips, and daily total meal cost.	ps, and daily to		Complete this information if this is a continuation sheet.	tion if this is a sheet.
OF EXPENSES AND AND AND AND CLAIMED	OF EXPENSES AND AMOUNTS CLAIMED	per dism turn vouce incudes per dism allowances for members of employee's immediate family. show member's names, ages, and ratationship to employee and martial status of children (unless information is shown on the travel authorization.)	Complete only for actual expense travel		(Show expenses, such (other than for melas) Complete for per diem Show total subsistence () Show per diem amou the amount from colu Show expenses, such distance telephone ce distance telephone ce distance telephone ce	rises, such a for meals). In per diem a tubsistence diem amoun ti from colun nses, such a dephone call	(h) Show expenses, such as laundry, deaning and pressing of clothe (other than for meals). (c)Complete for per diam and actual expense travel. () Show total subsistence expense incurred for actual expense travel () Show total subsistence expense incurred for actual expense travel () Show per diem amount, limited to maximum rate. or if travel on at the amount from column () or maximum rate. (n) Show expenses, such as taxifilimousine fares, air fare (if purchase distance telephone calls for Government business, car rental, relo distance telephone calls for Government business; car rental, relo	ning and pressir se travel. d for actual exp imum rate, or if m rate. t arres, air fare (nt business, car	(h) Show expenses, such as laundry, cleaning and pressing of clothes, tips to beliboys, porters, etc. (<i>ibher than for meals</i>). (c) Complete for per diem and actual expense travel. (i) Complete for per diem and actual expense travel. (i) Show total subsistence accenses incurred for actual expense travel. (ii) Show per diem announ, limited to maximum rate, or if travel on actual expense, show the lesser of the amount, limited to maximum rate. (ii) Show per diem announ, limited to maximum rate. (iii) Show per diem announ, limited to maximum rate. (iii) Show per diem announ, limited to maximum rate. (iii) Show per diem announ, limited to maximum rate. (iii) Show per diem announ, limited to maximum rate. (iii) Show per diem announ, limited to maximum rate. (iii) Show per diem announ, limited to maximum rate. (iii) Show per diem announ, limited to maximum rate. (iii) Show per diem announ, limited to maximum rate. (iii) Show per diem announ, limited to maximum rate. (iii) Show per diem announ, limited to maximum rate. (iii) Show per diem announ, limited to maximum rate. (iii) Show per diem announ, limited to maximum rate. (iii) Show per diem announ, limited to maximum rate. (iii) Show per diem announ, limited to maximum rate. (iii) Show per diem announ, limited to maximum rate. (iii) Show per diem announ, limited to maximum rate. (iii) Show per diem announ, limited to maximum rate.	a bellboys, porte pense, show thi ash), local or lo ather than subsi		PAGE 2 OF 2 PAI TRAVEL AUTHORIZATION NUMBER PT041421MIC TRAVELER'S LAST NAME Michael	2 PAGES ON NUMBER
DATE	TIME	DESCRIPTION	-		ITEM	ZED SUBSI	ITEMIZED SUBSISTENCE EXPENSES	NSES		MILFAGE		AMOUNT CLAIMED	
1	(Hour and am/pm)	(Departure/arrival city, per diem computation, or other explanations of expense)		N	MEALS		MISCELLANEOUS SUBSISTENCE	LODGING	TOTAL	RATE: P	MILEAGE	SUBSISTENCE	OTHER
1	6		BREAKFAST	LUNCH	DINNER	TOTAL		1	EXPENSE	NUMBER OF MILES	5		
(a)	(q)	(c)	(p)	(e)	(1)	(6)	(4)	(i)	0	(k)	())	(m)	(u)
4/18		Per Diem Computation					\$57.00		\$57.00			\$57.00	
4/19		Per Diem Computation					\$76.00		\$76.00			\$76.00	
4/20		Per Diem Computation					\$57.00		\$57.00			\$57.00	
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ditik	onal space	If additional space is required, continue on another Optional Form 1012 BACK, leaving the front blank.	other Optior	al For	n 1012 E	BACK, le	aving the fr	ont blank.	TOT	TOTALS		\$190.00	
In compliance wit March 27, 1962, I eligible individual: the Government.	52, E.O. 939 luals for allov nt. The info	In compliance with the Privacy Act of 1974, the following information is provided. Solicitation of the information on this form is authorized by E.O. 11609 of July 22, 1971, E.O. 11012 of March 27, 1962, E.O. 9397 of November 22, 1943, and 26 U.S.C. 6011(b) and 6109. The primary purpose of line requested information is to determine payment or reimbursement to eligible individuals for allowable travel and/or relocation expenses incurred under appropriate administrative authorization and to record and maintain costs of such reimbursements to the Government. The information will be used by officers and employees who have a need for the information in the performance of their official duties. The information may be	n is provided: So 011(b) and 6109. curred under app oyees who have a	The prim The prim propriate a	the informs ary purpose dministrativ	tion on this of the require authorization in the pe	form is authoriz ested informatic on and to record arformance of th	ed by E.O. 1160 In is to determin and maintain of eir official dutieu	citation of the information on this form is authorized by E.O. 11609 of July 22, 1971, E.O. 11012. The primary purpose of the requested information is to determine payment or reimbursement to opriate administrative authorization and to record and maintain costs of such reimbursements to need for the information in the performance of their official duties. The information may be	, E.O. 11012 of pursement to ursements to may be	1	Enter the total of columns (i), (m), and (n) below and in item 13 on the front of l/his form.	nd (n) below and is form.
d to a hcy in d/or t Discl ay res	ppropriate F connection ecurity Num employee ide osure of you ult in delay o	disclosed to appropriate Federal, State, Jocal, or foreign agencies, when relevant to civil, criminal, or regulatory investigations or prosecutions, or when pursuant to a requirement by this agency in connection with the hinding or fining or an employee, the issuance of a security clearance, or investigations of the performance of prival in Government service. Your Social Security Number (SSN) is solicited under the authority of the internal Revenue Code (26 U.S.C. 6011(b) and 6109) and E.O. 9397, November 22, 1943, for use as a tax payr and/or employee identification number; disclosure is MANDATORY on vouchers claiming travel and/or relocation allowance expense reimbursement which is, or may be, taxable frictione. Joss and the required to support the support and the required to support the support the required of support the required to support the required tot the required to sup	then relevant to c a issuance of a si of the Internal Re- TORY on voucher voluntary in all of	ivil, crimin scurity de renue Coo s claiming ther instan	al, or regula arance, or ir e (26 U.S.C travel and/ ces; howev	tory investig vestigations 6011(b) ar or relocation er, failure to	ations or prose of the perform of 6109) and E. allowance exp proved the info	utions, or when ance of official d O. 9397, Noven anse reimbursei mation (other th	i pursuant to a required while in Governation of the content of the content which is, or in them SSN) required han SSN) required	urement by ment service. Ise as a tax lay be, taxable to support the	TOTAL AMOUNT CLAIMED	\$190.00	

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R (D) (6)					(D) (6)	a FROM	b. TO	
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APPROVING OFFICIAL SIGN HERE	EN GEISLER ଭ୍ର		DA	те 5/2021	IF ANY (Explain and show amount)			
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OFFICIAL SIGN HERE 18. ACCOUNTING CLASS				-	NET TO T	RAVELER		

(Read the Privacy Act Statement of the back) Office of the Outgoing President Defination	TRAVEL VOUCH	ER			R ESTABLIS		NT,		YPE OF TRAVEL	3. VOUCHER N	UMBER	
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Sign Here William Harrison Operating to great with the second of th	by me. When applicable, per o	diem clair	med is based	on the aver	age cost of lodo	ging inc	urred during			er.		
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mounte. Discretation your contracted and information is yournary in an outer mistances, now ver, range or proved the minormation (outer unan conv) require claim may result in delay or loss of reimbursement.		TOTAL AMOUNT \$404.45 CLAIMED \$



Additional Stationery Order

Kathy Geisler - WPXP <kathleen.geisler@gsa.gov> To: Beau Harrison (i) (i) Cc: Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov>, Desiree Thompson (i) (i)</kaitlyn.schneider@gsa.gov></kathleen.geisler@gsa.gov>	Wed, May 12, 2021 at 11:52 AM
Yes, we will request a proposal from the printer. Thank you, Kathy	
On Wed, May 12, 2021 at 2:50 PM Beau Harrison (5) (6) wrote:	
Hey Kathy and Kaitlyn - could we please go ahead and order some additional Stationery Supplies as listed below?	
The estimated cost is APPROVED.	
Thanks,	
Beau	
From: Desiree Thompson (b) (6) Date: Wednesday, May 12, 2021 at 2:32 PM To: Beau Harrison (b) (6)	

Subject: Stationery request

Beau, would you be good if I ordered additional A-8 cards and envelopes? We are running through those very quickly in response to both incoming paper mail and 45.com office requests.

PRINCIPLES GENERAL	ITEM	QUANTITY	PRICE PER ITEM	TOTAL	ORDER TOTAL
Principle's card.pdf	A8 Card (5.25 x 7.9) 80lb	2,500			
		5,000			4)
		7,500			
		10,000			
	A8 Card Envelope	2,500			
		5,000			
		7,500			
		10,000			
TOTAL					\$9,712.45

Desiree Thompson Sayle

Director of Correspondence

Office of Donald J. Trump

(b) (6)

Kathleen K. Geisler Director Program Execution Division Office of Portfolio Management and Real Estate (b) (6) (desk) (b) (6) (cell)



Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov>

4/25 - 5/8 Payroll Memo Due

To:	i tlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov> : Beau Harrison <mark>(b) (6)</mark> :: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov></kathleen.geisler@gsa.gov></kaitlyn.schneider@gsa.gov>	Mon, May 10, 2021 at 2:03 PM
]	Fhank you!	
Į	Kaitlyn Schneider U.S. General Services Administration w: (b) (6)	
(On Mon, May 10, 2021 at 4:02 PM Beau Harrison (b) (6)	> wrote:
	Signed memo attached – thank you!	
	From: Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.g Date: Monday, May 10, 2021 at 4:23 PM To: Beau Harrison (b) (6) Cc: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov> Subject: Re: 4/25 - 5/8 Payroll Memo Due</kathleen.geisler@gsa.gov></kaitlyn.schneider@gsa.g 	jov>
	Good afternoon Beau,	
	Just a reminder that your payroll memo is due today.	
	Thank you,	
	Kaitlyn	
	Kaitlyn Schneider	
	U.S. General Services Administration	
	w: (b) (6)	
	On Thu, May 6, 2021 at 11:06 AM Beau Harrison (b) (6)	wrote:
	Got it – thanks Kaitlyn!	

From: Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov> Date: Thursday, May 6, 2021 at 9:39 AM To: Beau Harrison (b) (6) Cc: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov> Subject: 4/25 - 5/8 Payroll Memo Due

Good morning Beau,

Please submit no later than COB Monday.

Thank you,

Kaitlyn

Kaitlyn Schneider

U.S. General Services Administration

w: (b) (6)



May 10, 2021

To Whom It May Concern,

The Office of Outgoing President Donald J. Trump requests that GSA pay the employees listed below at the previously established rate of pay for the days identified below.

Additions since last memo: NONE

Departures since last memo: NONE

As a designee of the outgoing President for the purposes of authorizing spending against the Outgoing Presidential Transition appropriation, I approve this documentation of the days for which the employees below should be paid.

Please let me know if you have any questions.

Sincerely,



Beau Harrison Office of Donald J. Trump

N	4/25	4/26	4/27	4/28	4/29	4/30	5/1	5/2	5/3	5/4	5/5	5/6	5/7	5/8
Name	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat
Dan														
Scavino														
Molly														
Michael														
Nicholas														
Luna														
Beau														
Harrison		-							-					
Stephen														
Miller		-							-					
Hayley														
D'Antuono		-												
Marcia														
Kelly		-												
Scott														
Gast		-							-					
Eliza														
Thurston		-							-					
Desiree														
Thompson									-					
(b) (6)														
(b) (6)		-												
(b) (6)														
(b) (6)														



Furniture Order - Shelving

 Hayley D'Antuono (b) (6)
 Thu, Apr 22, 2021 at 11:32 AM

 To: Cheryl Williams - WPMABH <cheryl.d.williams@gsa.gov>, (b) (6)
 Cc: Beau Harrison (b) (6)

 Cc: Beau Harrison (b) (6)
 , Kathy Geisler - WPXP <kathleen.geisler@gsa.gov>, Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov>

Hi Cheryl,

No problem. The first option looks great - thank you!

https://www.amazon.com/Kings-Rack-Boltless-Shelving-Adjustable/dp/B07DTV56KH/ref=sr_1_9?dchild=1&keywords=Silver%2B5-Tier%2BHeavy%2BBoltless%2BGarage%2BStorage%2BShelving%2B(30%2Bin.%2BW%2Bx%2B60%2Bin.%2BH%2Bx%2B12% 2Bin.%2BD)&qid=1619038287&s=home-garden&sr=1-9&th=1

Hayley

From: Cheryl Williams - WPMABH <cheryl.d.williams@gsa.gov> Sent: Thursday, April 22, 2021 2:21:18 PM

To: (b) (6)

Cc: Beau Harrison (b) (6) ; Kathy Geisler - WPXP <kathleen.geisler@gsa.gov>; Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov>; Hayley D'Antuono (b) (6) Subject: Re: Furniture Order - Shelving

Good afternoon,

Home Depot is not on my first level tier of vendors I can purchase from at this time. For comparison, please click the links below and let me know if this will suffice:

https://www.amazon.com/Kings-Rack-Boltless-Shelving-Adjustable/dp/B07DTV56KH/ref=sr_1_9?dchild=1&keywords= Silver%2B5-Tier%2BHeavy%2BBoltless%2BGarage%2BStorage%2BShelving%2B(30%2Bin.%2BW% 2Bx%2B60%2Bin.%2BH%2Bx%2B12%2Bin.%2BD)&qid=1619038287&s=home-garden&sr=1-9&th=1

-or-

https://www.amazon.com/dp/B08BJTQCH3?psc=1&pf_rd_p=b1b2cdd9-ef85-4777-865c-8f92d7d6878a&pf_rd_r= BVMXSGCB036Y02ZRY0AC&pd_rd_wg=oB4cE&pd_rd_i=B08BJTQCH3&pd_rd_w=KJB62&pd_rd_r=7fff3e3f-6f13-41e8-9c35-e36c8c61954f&ref_=pd_luc_rh_rtpb_01_04_t_img_lh

On Wed, Apr 21, 2021 at 6:45 PM (b) (6)

wrote:

Additionally, the color should be silver and the dimensions are 30 in W x 60 in H x 12 in D.

Thank you for all of your help!

h)	(6)
U)	

Subject: Re: Furniture Order - Shelving Yes - just one! Thank you From: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov> Date: Wednesday, April 21, 2021 at 4:43 PM To: Beau Harrison [10] (6) Cc: Kathy Schneider - OMDDD =kathyn.schneider@gsa.gov>, Cheryl Williams - WPMABH <cheryl.d.williams@gsa.gov>, Hayley D'Antuono [0) (6) Subject: Re: Furniture Order - Shelving How many - One? On Wed, Apr 21, 2021 at 4:42 PM Beau Harrison [0] (6) wrote: Kathy, Kaitlyn, and Cheryl - could we also please order the shelving units at the link below? Link: https://www.homedepot.com/p/Muscle-Rack-Silver-5-Tier-Heavy-Boltless-Garage-Storage-Shelving-30-in-W-x- 60-in-H-x-12-in-D-UR301260PBSP-SV/300097685 Thanks, Beau Harrison Kathleen K. Geisler Director Program Execution Division Office of Portfolio Management and Real Estate [316] (desk)</cheryl.d.williams@gsa.gov></kathleen.geisler@gsa.gov>	From: Beau Harrison (b) (6) Date: Wednesday, April 21, 2021 at 4:44 PM To: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov> Cc: Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov>, Cheryl Williams - WPMABH <cheryl.d.williams@gsa.gov>, Hayley D'Antuono (b) (6) >, (b) (6)</cheryl.d.williams@gsa.gov></kaitlyn.schneider@gsa.gov></kathleen.geisler@gsa.gov>
From: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov> Date: Wednesday, April 21, 2021 at 4:43 PM To: Beau Harrison (1) (6) Cc: Kaitlyn Schneider - OMDDD <kattlyn.schneider@gsa.gov>, Cheryl Williams - WPMABH <cheryl.d.williams@gsa.gov>, Hayley D'Antuono (1) (6) Subject: Re: Furniture Order - Shelving How many - One? On Wed, Apr 21, 2021 at 4:42 PM Beau Harrison (1) (6) wrote: Kathy, Kaitlyn, and Cheryl - could we also please order the shelving units at the link below? Link: https://www.homedepot.com/p/Muscle-Rack-Silver-5-Tier-Heavy-Boltiess-Garage-Storage-Shelving-30-in-W-x- 60-in-H-x-12-in-D-UR301260PB5P-SV/300097685 Thanks, Beau Harrison</cheryl.d.williams@gsa.gov></kattlyn.schneider@gsa.gov></kathleen.geisler@gsa.gov>	Subject: Re: Furniture Order - Shelving
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 Kathleen K. Geisler Director Program Execution Division Office of Portfolio Management and Real Estate	Thanks,
Director Program Execution Division Office of Portfolio Management and Real Estate	Beau Harrison
Director Program Execution Division Office of Portfolio Management and Real Estate	
Director Program Execution Division Office of Portfolio Management and Real Estate	
Director Program Execution Division Office of Portfolio Management and Real Estate	
Program Execution Division Office of Portfolio Management and Real Estate	
Office of Portfolio Management and Real Estate	
(b) (6) (cell)	



 GSA
 U.S. General Services Administration

 Cheryl D. Williams | Manager, Supply Procurement & Mail Operations Presidential Transition Team Washington, DC 20270

 (b) (6)
 cell | email: cheryl.d.williams@gsa.gov



Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov>

Request for Reimbursement - Molly Michael (\$123.04)

Kathy Geisler - WPXP <kathleen.geisler@gsa.gov> To: Beau Harrison (b) (6) Cc: Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov>, Molly Michael (b) (6)</kaitlyn.schneider@gsa.gov></kathleen.geisler@gsa.gov>	Thu, May 6, 2021 at 11:21 AM
Beau	
As requested, GSA has reviewed the request for direct reimbursement and the as attached approval letter. The direct reimbursement will be sent electronically to Mo	
Thank you, Kathy	
On Wed, Apr 28, 2021 at 11:26 AM Beau Harrison (b) (ó)	wrote:
Good morning,	
Attached please find a formal request for reimbursement. Receipt is attached for	r reference.
- Employee: Molly Michael	
- Total: \$123.04	
- Item: 1 x Digital Voice Recorder	
- Justification: Dictation Device needed for Interviews	
Please let me know if you have any questions.	
Thanks,	
Beau Harrison	
 Kathleen K. Geisler Director Program Execution Division Office of Portfolio Management and Real Estate (b) (6) (desk)	
(b) (6) (cell)	

Molly Michael Reimbursement 4-30-21 GSA Letter.pdf



April 28, 2021

To Whom It May Concern,

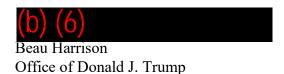
The Donald J. Trump Transition Team is requesting direct payment to transition team employee, **MOLLY MICHAEL**, using the direct deposit information on file.

This request for direct payment is for previously incurred expenses for specialty office supplies. The receipt for the supplies purchased is attached.

As a designee of the Outgoing President for approving spending against the Presidential Transition Appropriation in the Memorandum of Understanding between GSA and the Office of the Outgoing President, I authorize this direct payment.

We request that GSA provide the amount of the allowable direct payment for our records.

Thanks,



Welcome to Best Buy #550 1880 PALM BEACH LAKES BLVD WEST PALM BEACH, FL 33401

Val:100000-533956-378165-114521-309411-71546

0550 001 3368 04/01/21 10:10

1

6368538 DVT4110 114.99 DVT4110 129.99 Was Price 15.00- Sale Discount Sales Tax 8.05

Subtotal 114.99 Sales Tax 8.05

Total 123.04

ChipRead USD\$ 123.04

MICHAEL/MOLLY A

 $(\mathbf{6})$

Approval 845105

CARD ENTRY: Chip MODE: Issuer

(6)

1

Other Savings: 15,00 Total Savings: 15,00

Return/Exchange Policy: 15 days on most purchases. 14 days on devices that can be activated and cell phones. For details, go to BestBuy.com/Returns.

> To learn about privacy practices go to BestBuy.com/Privacy.

Your Customer Service PIN is: 0550 001 3368 040121 GSA

U.S. General Services Administration

March 30, 2021

Mr. William B. Harrison 1100 S. Ocean Blvd. Palm Beach, FL 33480

Dear Mr. Harrison,

The General Services Administration (GSA) has reviewed the request for direct payment to a transition team employee for previously incurred expenses for specialty office supplies. GSA has reviewed the receipts associated with the purchase.

Based on this evaluation, GSA has determined that the allowable amount of the direct payment for this activity is \$123.04. Documentation supporting this calculation is attached.

I have verified that you are a designee of the Donald J. Trump Transition Team for the purpose of authorizing spending against the Presidential Transition Appropriation. As the GSA approving official for this activity, I will approve GSA's direct payment to Molly Michael in this amount for processing.

Thank you,

Kathy Geisler Director Outgoing Transition

> 1800 F Street, NW Washington DC 20405-0002 www.gsa.gov



Additional Autopen Signature SD Card

 Beau Harrison (b) (6)
 Tue, May 4, 2021 at 10:44 AM

 To: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov>, Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov>

 Cc: Molly Michael (b) (6)
 , Desiree Thompson (b) (6)

 (b) (6)
 , Hayley D'Antuono

Hey Kathy and Kaitlyn,

We have recently acquired an additional autopen machine down here at the Florida Office Space.

Would it be possible to order an additional Signature Memory Card for President Trump and Mrs. Trump?

The estimated costs below are approved:

- First Signature and Card \$185.00
- Second Signature \$155.00

Please let me know if you have any questions.

Thanks,

Beau

45 Office -- Autopen Authorization.pdf



DONALD J. TRUMP

May 4, 2021

The Autopen Company DAMILIC 601-7 Dover Road Rockville, MD 20850

To Whom It May Concern,

This letter serves as approval and authorization for the GSA to use the signatures that are currently on file for President Donald J. Trump and Melania Trump.

Please let me know if you have any questions on this matter.

Sincerely,



Beau Harrison Office of Donald J. Trump



3/6-3/9 NY, NY Reimbursements

Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov> To: (b) (6) Cc: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov>, Beau Harrison (b) (6)</kathleen.geisler@gsa.gov></kaitlyn.schneider@gsa.gov>	Fri, Apr 30, 2021 at 5:59 AM
Good morning Beau and (b) (6)	
We apologize for the delay on this.	
Beau - attached is Kathy's response letter for this reimbursement for your records.	
(b) (6) - attached is your final voucher package which includes the deductions for the rental of	car upgrade.
Please let us know if you have any questions.	
Thank you, Kaitlyn	
Kaitlyn Schneider Presidential Transition Support Team U.S. General Services Administration w: (b) (6)	
On Wed, Apr 21, 2021 at 6:32 PM (b) (6) > wrote: Hi all! I received a payment from GSA of \$2369.52, short of the \$2667.36 originally submitted some questions on what was actually reimbursable, and I understand that. Is it possible to ge what GSA did pay for? Thank you! (b) (6) Get Outlook for iOS	
From: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov></kathleen.geisler@gsa.gov>	
Sent: Monday, April 12, 2021 12:10:37 PM To: (0) (6)	
Cc: Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov>; Beau Harrison (b) (6) Subject: Re: 3/6-3/9 NY, NY Reimbursements</kaitlyn.schneider@gsa.gov>	
(b) (6) we had to do some research on some of the travel regs. We will resubmit this we	eek.
Kathy	
On Mon, Apr 12, 2021 at 11:34 AM (b) (6) wrote	:
Hi all and happy Monday! I haven't seen any payment on this yet. When should I expect	this?
From: Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov> Date: Thursday, April 1, 2021 at 9:07 AM</kaitlyn.schneider@gsa.gov>	
To: (b) (6) Cc: Beau Harrison (b) (6) , Kathy Geisler - WP	XP

1	GSA.gov Mail - 3/6-3/9 NY, NY Reimbursements
	<kathleen.geisler@gsa.gov> Subject: Re: 3/6-3/9 NY, NY Reimbursements</kathleen.geisler@gsa.gov>
	Thank you!
	Kaitlyn Schneider
	Presidential Transition Support Team
	U.S. General Services Administration
	w: (b) (6)
	On Wed, Mar 31, 2021 at 4:28 PM (b) (6) wrote:
	Revised! Thank you!
	From: Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov> Date: Wednesday, March 31, 2021 at 12:02 PM</kaitlyn.schneider@gsa.gov>
	To: (b) (6)
	Cc: Beau Harrison (b) (6) <kathleen.geisler@gsa.gov></kathleen.geisler@gsa.gov>
	Subject: Re: 3/6-3/9 NY, NY Reimbursements
	(b) (6) ,
	Can you please resubmit the voucher?
	Add a line for each day and in column g put the total you are seeking. The M&IE total for
	New York city is \$76 for a full day and \$57 (75%) for the first and last day (travel days).
	Please let me know if you have any questions!
	Thank you,
	Kaitlyn
	Kattiyn
	Kaitlyn Schneider
	Presidential Transition Support Team
	U.S. General Services Administration
1	

w: (b) (6)

	Ved, Mar 31, 2021 at 10:23 AM (b) (6) wrote:
	ops! Sorry about that. It was missed on my end. I've never filled one of these out before and thought it was ssumed. What do I need to do to rectify this?
G	et Outlook for iOS
	rom: Kaitlyn Schneider - QMDDD < <u>kaitlyn.schneider@gsa.gov</u> > e nt: Wednesday, March 31, 2021 11:08:58 AM
С	c: Beau Harrison (b) (6) ; Kathy Geisler - WPXP < <u>kathleen.geisler@gsa.gov</u> > ubject: Re: 3/6-3/9 NY, NY Reimbursements
G	ood morning (b) (6) and Beau,
(]	Ve noticed that you did not request reimbursement for Meals and Incidental Expenses M&IE) on your voucher. Can you please confirm if you are not seeking reimbursement f his or if it was just missed?
Т	hank you,
K	aitlyn
K	aitlyn Schneider
P	residential Transition Support Team
	S. General Services Administration
U	(b) (6)
U w	n Fri, Mar 26, 2021 at 7:50 AM Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov> wrote:</kaitlyn.schneider@gsa.gov>
U w	

Kaitlyn	Schn	eider
Natuyn	SUIII	CIUCI

Presidential Transition Support Team

U.S. General Services Administration



On Thu, Mar 25, 2021 at 12:49 PM Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov> wrote:



Thank you for the update. I am checking with Adtrav now to double check. Just wanted to make sure I had the correct information before reaching out.

Thank you,

Kaitlyn

Kaitlyn Schneider

Presidential Transition Support Team

U.S. General Services Administration



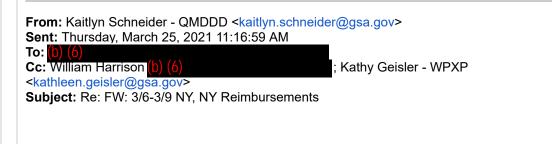
On Thu, Mar 25, 2021 at 12:47 PM (b) (6)

wrote:

Yes I did fly back with him on the 9th! The flight should've been cancelled. Was it not?

Get Outlook for iOS

Thank you (b) (6) !



We need a quick clarification before we can pass the documents along to the next office.

Your returning flight to Florida was ticketed for the morning of Wednesday, March 10, but your voucher and hotel receipt show that your trip ended on the 9th. Was your flight back to FL cancelled? I know Beau originally mentioned that it may get cancelled and you would fly back with the President.

Thank you,

Kaitlyn

Kaitlyn Schneider

Presidential Transition Support Team

U.S. General Services Administration



On Wed, Mar 24, 2021 at 12:38 PM (b) (6)

Perfect, attached!

(b) (6)

From: Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov> Date: Wednesday, March 24, 2021 at 10:35 AM To: William Harrison (b) (6) Cc: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov>, (b) (6)

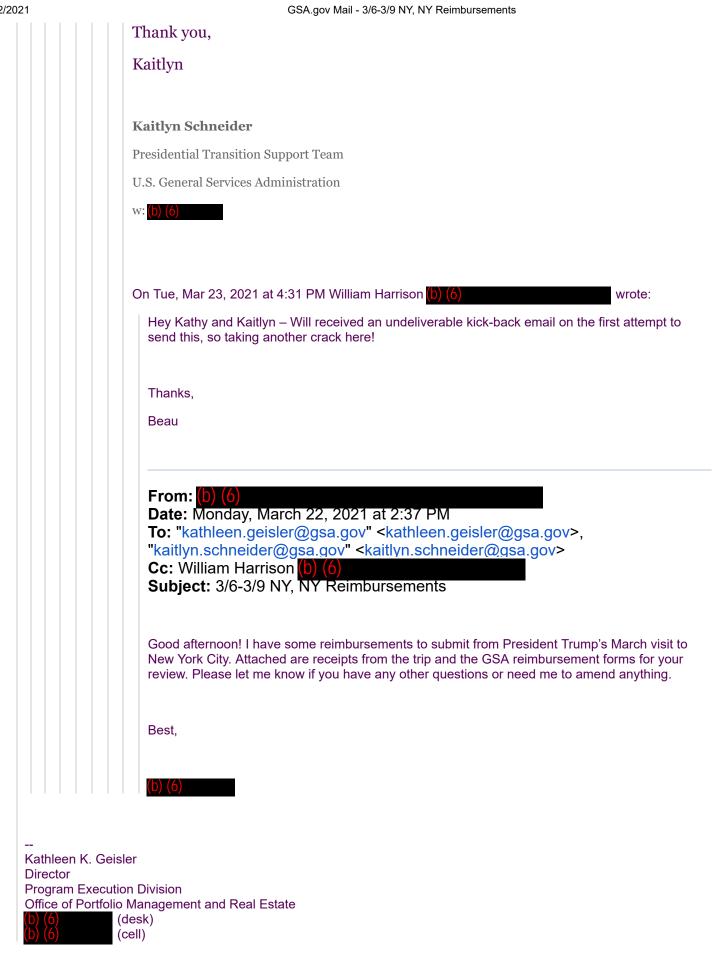
wrote:

Subject: Re: FW: 3/6-3/9 NY, NY Reimbursements

Good morning Beau,

Thank you for sending over. We will start reviewing everything.

We will need (b) (6) to fill out the EFT form as well before anything can be done. I have reattached it here.



2 attachments



ELECTRONIC FUNDS TRANSFER (EFT) ENROLLMENT FORM

Use this form to enroll in Direct Deposit of your federal payment from the General Services Administration

Privacy Act Statement Collection of this used by the Government to make payme collecting and reporting on any delinque information by the vendor is mandatory. payment to the vendor.	ents by EFT to a vendor. This in nt amounts arising out of a vend	formation may also or's relationship wit	be used for inc th the Governme	ome reporting and for ent. Disclosure of the
Last Name	First Name	M.I.	Social Secu	rity Number (SSN)
(b) (6)	(b) (6)	(b) (6)	(b) (6)	
Home Address	City		State	ZIP
(b) (6)	(b) (6)		(b) (6)	(b) (6)
Financial Institution Name		Financial Institution	on Routing Tran	sit Number (RTN) 9 digits
(b) (6)		(b) (6)		
Depositor Account Number		Account Type		
(b) (6)		X Checking	Savings	
Payee Email		Work Phone		
(b) (6)		(b) (6)		

Return to Heartland Finance Center, Financial Operations and Disbursement Division

Fax to: 816-823-5415

Finance Helpdesk Phone Number 816-926-7287 or 1-800-676-3690, option 3

GSA

U.S. General Services Administration

April 22, 2021

Mr. William B. Harrison 1100 S. Ocean Blvd. Palm Beach, FL 33480

Dear Mr. Harrison,

The General Services Administration (GSA) has reviewed the request for direct payment to a transition team employee for previously incurred hotel and meals and incidentals costs. GSA has reviewed the OF-1012 paper voucher as well as the receipts associated with all expenses over \$75.

Based on this evaluation, GSA has determined that the allowable amount of the direct payment for this activity is \$2,369.52. Documentation supporting this calculation is attached.

I have verified that you are a designee of the Donald J. Trump Transition Team for the purpose of authorizing spending against the Presidential Transition Appropriation. As the GSA approving official for this activity, I will approve GSA's direct payment to (b) (6) in this amount for processing.

Thank you, KATHLEEN Bigliely signed by KATHLEEN GEISLER Brides KATHLEEN GUISS Government OUt-Gereal Brides KATHLEEN GUISS GEISLEER Dei 2022 1920 000 114-070100021291 GEISLEER Dei 2022 1023 013373 of 000 Four BridenorpP Version 10.3

Kathy Geisler Director Outgoing Transition

> 1800 F Street, NW Washington DC 20405-0002 www.gsa.gov

P32021041600000		R oice #P1	030521	b) (6)			RECEIV By JuliaA	/ED Reed at 1:47 pm, Apr 16
Read the Privacy Act State on the back)	ement	BUREAU		OR ESTABLISH I, OR OFFICE	in the second se	TYPE OF TRAVEL	3. VOUCHER NU PT030521 4. SCHEDULE N	(b) (6)
a. NAME (Last. First. Mide	lle Initial)					SOCIAL SECURITY NUMBER	6. PERIOD OF T	RAVEL
						o) (6)	a. FROM 6 MAR 21	ь. то 9 MAR 21
c. MAILING ADDRESS (In	clude ZiF	Code)			d.		7. TRAVEL AUT a. NUMBER(S)	HORIZATION b. DATE(S)
e. PRESENT DUTY STAT Paim Beach, FL	ION			(b) (6)	(City and State)		10. CHECK NUN	MBER
TRAVEL ADVANCE				Q CASH DAY	MENT RECEIPT		11. PAID BY	
Outstanding Amount to be applied	1	-		a. DATE RECE	Sala a And Grander and S	AMOUNT RECEIVED	TI. PAID BY	
Amount due Government	ash			C. PAYEE'S SIC	GNATURE			
. Balance outstanding								
12. GOVERNMENT TRANSPORTATION REQUESTS, OR	I hereb transpo	y assign to to prlation char	the United St ges describe	ates any right I ma d below.	ay have against any	parties in connection with reim	hbursable	Traveler's Initials
TRANSPORTATION	1.000	GENT'S	ISSUING	MODE, CLASS	OF DATE		INTS OF TRAVEL	
ICKETS, IF PURCHASED WITH CASH (List by number below and attach passenger coupon; if		TICKET	CARRIER (Initials)	SERVICE, ANI ACCOMMODATIO	DISSUED	FROM	INTS OF IRAVEL	то
cash is used show claim on reverse side.)		(a)	(b)	(0)	(d)	(e)		(1)
AVELER D		sec	I on the avera	age cost of lodging	g incurred during the	ent or credit has not been rece e period covered by this vouche DATE 22 MARCH 21		\$ 2667.36
	111 C211 C281	or both (18	nt works a fo U.S.C. 287; I.	rfeiture of claim (2 .d. 1001).	28 U.S.C. 2514) and	may result in a fine of not mor	e than \$10,000 or	
	5 years							
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SCHEDULE	JLE	INSTRUCTIONS TO TRAVELER (Unitsted nems are sere-explanatory) Column (d) thru Column (d): If the voucher includes	Unlisted items	cost.	elf-explanatory Column (d) thru cost.	(g) Show an	nount incurred	I for each meal,	natory) (d) thru (g) Show amount incurred for each meal, including tax and tips, and daily total meal	ips, and daily tot	al meal	Complete this information if this is a continuation sheet.	nation if this is a n sheet.
OF EXPENSES AND AMOUNTS	SES		Complete only for actual expense travel	5 . A & A	Show expenses, such (other than for meals). Complete for per diem Show total subsistence i Show per diem amou tha amount from coli	ses, such as or meals). per diem and bisistence ex em amount, I from column	(h) Show expenses, such as laundry, deaning and r (other than for meals). () Complete for per diem and actual expense travel. () Show total subsistence expense incurred for actual (m) Show per diem amount, limited to maximum rate the amount from column (i) or maximum rate.	(h) Show expenses, such as laundry, cleaning and pressing of clother (other than for meals). (b) Complete for per diem and actual expense travel. (j) Show potal subsistence expense incurred for actual expense travel. (m) Show per diem anout, limited to maximum rate, or if travel on actual amount from column (), or maximum rate.	(h) Show expenses, such as laundry, cleaning and pressing of clothes, tips to bellboys, porters, etc. (other than for meals). () Complete for per diem and actual expense travel. () Show total subsistence expense incurred for actual expense travel. (m) Show total subsistence to maximum rate, or if travel on actual expense, show the lesser of the amount from column (h) or maximum rate.	o bellboys, porte pense, show the	ة م	PAGE C OF C PAC TRAVEL AUTHORIZATION NUMBER	2 PAGES
CLAIMED	8	information is shown on the travel authorization.)		Ű	Show expendistance tele	ses, such as	taxillimousin for Governme	e fares, air fare , ant business, cau	(h) Show expenses, such as taxifimousine fares, air fare (<i>if purchased with cash</i>), local or long (in Stance telephone calls for Government business, car rental, relocation other than subsistence, etc.	cash), local or lor other than subsis	ance,	TRAVFI FR'S I AST NAMF	(b) (
DATE	TIME	DESCRIPTION			ITEMIZ	ED SUBSIS	ITEMIZED SUBSISTENCE EXPENSES	ENSES		ANI LACT			6)
	(Hour and	(Departure/arrival city, per diem computation,	on,	ME	MEALS		MISCELLANEOUS	DODGING	TOTAL	RATE: C	MILEAGE	E	OTHER
	ampm	or other explanations of expense)	BREAKFAST	LUNCH	DINNER	TOTAL	, SUBSISTENCE		SUBSISTENCE	NUMBER OF MILES			
(a)	(q)	(c)	(p)	(e)	θ	(B)	(H)	6	0	(k)	0	(m)	(u)
6 MARCH-	HIL	NEW YORK CITY, NY						B48.68					
annandan	F	WEST STITH ST. HICTON											
T MARCH 2		HOTEL PARKING							100.00				
Le MARCH ZL	121	HERETZ RENTITL CARE							1329.15				
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8 mprech		maie				\$76							
9 MARCH	4	m& 16 (15%)				\$57							
/ If additi	onal spa	/	other Optio	nal Form	1012 8	ACK, lea	ving the f	ront blank.	COD CONTRACTOR	SCOR			
complianc arch 27, 19 gible indivi	e with the Pi 62, E.O. 93 duals for allo ent. The infi	In compliance with the Privacy Act of 1974, the following information is provided: Solicitation of the information on this form is authorized by E.O. 11609 of July 22, 1971, E.O. 11012 of March 27, 1962, E.O. 9397 of November 22, 1943, and 26 U.S.C. 6011(b) and 6109. The primary purpose of the requested information is to determine payment or reimbursement to eligible individuals for allowable travel and/or relocation expenses incurred under appropriate administrative authorization and to record and maintain costs of such reimbursements to the Government. The information will be used by officers and employees who have a need for the information in the performance of their official duties. The information may be	1 is provided: S 011(b) and 610 curred under at yees who have	olicitation of 9. The primi propriate at a need for t	the informa ary purpose iministrative he informati	tion on this for of the request authorization on in the per-	prm is authori sted informati n and to reco	zed by E.O. 116 ion is to determit rd and maintain heir official dute	109 of July 22, 197 ne payment or rein costs of such reim s. The information	1, E.O. 11012 of ibursement to oursements to may be		Enter the total of columns (I), (m), and (n) below and in item 13 on the front of this form.	and (n) below an this form.
sclosed to a sagency li ur Social S yer and/or come. Disc	appropriate n connection Security Nun employee id flosure of yo sult in delay	disclosed to appropriate Federal. State, local, or foreign agencies, when relevant to civil, criminal, or regulatory investigations or prosecutions, or when pursuant to a requirement by this agency in connection with the hiring or firing or an employee, the issuance of a security dearance, or investigations of the performance of official duty wille in Government service. Your Social Security Number (SSN) is solicited under the authority of the Internal Revenue Code (26 U.S.C. 6011(b) and 6109) and E.O. 9397, November 22, 1943, for use as a tax payre and/or employee identification moment; disclosure is MANDATORY on vouchers claiming travel and/or relocation allowance expense reimbursement which is, or may be, taxable income. Disclosure of your SSN and other requested information is voluntary in all other instances; however, failure to proved the information (other than SSN) required to support the claim may result in delay or loss of reimbursement.	then relevant to sissuance of a if the Internal R ORY on vouch voluntary in all	civil, crimin security cles evenue Cod ers claiming other instan	al, or regula trance, or in e (26 U.S.C travel and/k ces; howeve	tory investigations vestigations . 6011(b) and relocation arr, failure to p	of the perform of the perform (6109) and E allowance exi roved the infr	acutions, or whe nance of official i ance of 397, Novel conse reimburse ormation (other t	regulatory investigations or prosecutions, or when pursuant to a requirement by cs. or investigations of the performance of official duty while in Government service. 5 U.S.C. 6011(b) and 6109) and E.O. 5937, November 22, 1943, for use as a tax el and/or relocation allowance expense reimbursement which is, or may be, taxable however, failure to proved the information (other than SSN) required to support the	ulterment by mment service. use as a tax nay be, taxable to support the	TOTAL	re: L972 to another to an	North The

	Hilton	(III) In Grand Vacations
7	Unit: (1106 Name: Address:) - Folio: (20538982) (b) (6) (b) (6)
	E-mail:	(b) (6)
HAVE A QUESTION?	Resort:	WEST 57TH STREET HILTON CLUB
Hilton Grand Vacations is here to help you make the most out of your	Address:	102 W. 57TH ST, NEW YORK, NY 10019
vacation! Call 1-866-843- 4482	Tel:	212-379-0103

Date	Doc #	Description	Source	Bill To	Credit	Charge
03/06/2021	NGTAUD	UNIT TAX FLAT STUDIO	82/1106			2.00
03/06/2021	NGTAUD	TAX-JAVITS FLAT TAX	82/1106			1.50
03/06/2021	NGTAUD	HGVC RENTAL WEST 57TH	82/1106			258.00
03/06/2021	NGTAUD	ROOM TAX ROOM TAX	82/1106			38.06
03/07/2021	NGTAUD	UNIT TAX FLAT STUDIO	82/1106			2.00
03/07/2021	NGTAUD	TAX-JAVITS FLAT TAX	82/1106			1.50
03/07/2021	NGTAUD	HGVC RENTAL WEST 57TH	82/1106			258.00
03/07/2021	NGTAUD	ROOM TAX ROOM TAX	82/1106			38.06
03/08/2021	NGTAUD	UNIT TAX FLAT STUDIO	82/1106			2.00
03/08/2021	NGTAUD	TAX-JAVITS FLAT TAX	82/1106			1.50
03/08/2021	NGTAUD	HGVC RENTAL WEST 57TH	82/1106			258.00
03/08/2021	NGTAUD	ROOM TAX ROOM TAX	82/1106			38.06
03/09/2021	819662	** <u>(</u> b) (6)	82/1106		898.68	
		TAX INCLUDE		FOLIO	BALANCE	0.00

Thank you for choosing Hilton Grand Vacations

# 01	MR	RR	
		RES	

J6920060733

832132162

INITIAL CHARGES

RENT RT	\$ 185.00	/ DAY	@	4	/ DAY	'S		\$	740.00
GOVT ADMIN	RATE SUPP		4@\$	Ę	5.00	/ DAY		\$	20.00
VEHICLE UPG	RADE		\$	55	/ DY	41.25	/ HR	\$	220.00
SUBTOTAL								T \$	980.00

CHARGES ADDED DURING RENTAL

LDW	INCLUDED IN	CRL	RATE			
LIS	DECLINED					
PAI, PEC	DECLINED					
PREM RD SVC	DECLINED					
* ADDITIONAL CHARGES						
SERVICE CHARGES/TAXES						
CONCESSION FEE RE	ECOVERY		12.00	%	T\$	117.60
CRSF					T\$	2.00
TAX 20.875	% ON TAXABLE	TTL OF \$	109	9.60	\$	229.55
TOTAL AMOUNT	DUE				\$	1329.15
CHARGED ON	AMX	XXXXXXXXXX	X1007			

FOR EXPLANATION OF THE ABOVE CHARGES, PLEASE ASK A REPRESENTATIVE OR GO TO WWW.HERTZ.COM/CHARGEEXPLAINED

VEHICLE:	01698	/ 1224013	3	20	SIRSUBURBAN4X4N
LICENSE:	TX MH	F2167			
FUEL:	FULL		8/8 OUT		8/8 IN
MILEAGE IN:		41740		Т	R-X MILES:
MILEAGE OUT	Г:	41528		Ν	ILES ALLOWED:
MILES DRIVE	N:	212		Ν	IILES CHARGED:
CDP: 198	36437	- ETS CONC	UR		

RENTED:	LA GUARDIA AP NY
RENTAL:	03 / 06 / 21 13 52
RETURN:	03 /09 /21 16 49
RETURNED:	LA GUARDIA AP NY
COMPLETED BY:	6657 / NYLGA10

PLAN IN:	CRL	RATE CLASS:	L4
PLAN OUT:	CRL		

www.Hertz.com

Finance adjustment for upgrade Vehicle upgrade: -\$220.00 Concession fee recovery (\$220.00 x 12%): -\$26.40 Tax (\$220.00 + \$26.40 x 20.875%): -\$51.44 Total adjustment: -\$297.84 # 01 MR RR RES **832132162** J6920060733



*** A MESSAGE FROM HERTZ ***

Enjoy Sirius Satellite Radio on your next rental! To learn more, visit: hertz.com.

WE LOOK FORWARD TO YOUR NEXT VISIT!

 RES:
 ID J6920060733
 PLAN CRL
 CLASS T6

 PREPARED BY:
 6657
 / NYLGA10
 PRINTED:
 03 /09 /21
 16
 50

SP Plus Corporation 101 West 56th Street New York, NY 10019 (212) 245-0930 DCA License 2021178



(b) (6) CARD# (b) (6) ENTRY:

DATE 03-07-2021 TIME 06:18:22 PM AMT \$ 84.48 TAX \$ 15.52 SALE \$ 100.00

APPROVED 847046

PARKING

TICKET# 835503

Customer's Copy



DONALD J. TRUMP

Tuesday, March 30, 2021

To Whom It May Concern,

The Office of President Donald J. Trump is requesting direct payment to a transition team employee, (b) (6) . The Electronic Funds Transfer form for the employee is attached.

The request for direct payment is for previously incurred travel expenses.

A completed voucher is attached using the form OF-1012.

We understand that GSA will not reimburse the 501(c)(4) or Limited Liability Corporation (LLC) for any expenses in excess of the allowable per diem amount, including any adjustments to the allowable per diem for the first and last day of the trip.

As a designee of the Office of President Donald J. Trump for approving spending against the Presidential Transition Appropriation in the Memorandum of Understanding between GSA and the Office of the Outgoing President, I authorize this direct payment.

We request that GSA provide the amount of the allowable direct payment for our records.

Sincerely,

(b) (6)

Beau Harrison Office of Donald J. Trump

OFFICIAL TRAVEL AUTHORIZATION							
(Note: See Privacy Act Statemer	it on reverse)		PT0305	21 <mark>(b) (6)</mark>			
2. TRAVELER (first name, middle initial, last name)	3. TITLE		-	4. PEGASYS VE	ENDOR CODE		
5. CURRENT RESIDENCE ADDRESS	6A. OFFICE/SE	RVICE AND DIVISIO	N	6B. CORRESPO	ONDENCE SYM	BOL	
	7. OFFICIAL DU	TY STATION (City, S	State)	8. CONTACT TE	ELEPHONE NUM	/BER	
	9. TYPE	. AMENDM			NUMBER (If App	licable)	
11. TRAVEL PURPOSE (Check only one) Conference - Other the conferenc	-	Training Relocation	Mission (C]Special Agen]Tour Renewa	-	on
12. BRIEF DESCRIPTION OF REASON FOR TRAVEL OUTGOING PTT MISSION TRAVEL							
Personally Owned Advantageous to the Governme			Other (Speci	Determent	e \$		
Vehicle (POV) For personal convenience. M (Check One) common carrier (air/rail).				•	s://www.gsa.gc	v/mileag	e
14. AU	JTHORIZED O	FFICIAL ITINE	RARY				
NOTE: DO NOT i	nclude any per	sonal/leisure trav					
DATE ITINERARY POIN (MM/DD/YYYY) (b) (a) CITY	IT	STATE	MAXIMUM LODGING (c)	EM RATE MEAL & INCIDENTAL EXPENSES (M& E)	TOTAL (e)	ACT EXPENS (1	E RATE
FROM: PALM BEACH		FL		RATE (d)			
03/06/2021 TO: NEW YORK CITY		NY	258.00	76.00	334.00		
03/10/2021 ^{TO:} PALM BEACH		FL	200.00	10.00			
TO:							
15. IS TRAVELER MAKING ANY DEVIATIONS FROM OFFICIAL ITIN MODE OF TRANSPORTATION NOT ADVANTAGEOUS? (If "Yes", explain in Item 22) (Note: deviations from the official itinerary re					USING A	YES	NO X
16. IF AIR TRANSPORTATION IS AUTHORIZED, IS THE LOWEST PF (If "No", justify in Item 22)		CARRIER BEING U	JSED BETWEEN	ITINERARY LOCA	ATIONS?		
17. IS OTHER-THAN-COACH (first, business) OR ACELA AUTHORIZE	D? (If "Yes", justil	fy in Item 22)					X
18. IS ACTUAL EXPENSE (not to exceed 300% per diem) AUTHORIZED? (If "Yes", justify in Item 22)							X
19. DOES TRAVELER HAVE A GOVERNMENT TRAVEL CHARGE CARD? (If "No", justify in Item 22)							X
20. ESTIMATED COST AIR/RAIL \$ 380.26 PER DI			740.00		2,494.26	·	
21. TRAVEL ADVANCE OBTAINED BY: ATM/TRAVEL CARD	STANDARD FORM	I (SF) 1038, ADVANG ION AND ACCOUNT	CE OF AMOUNT	AUTHORIZED \$			

22. REMARKS/JUSTIFICATONS The traveler does not have a travel card because they are temporary employees with the Presidential Transition.

				23	3. Pegasys A	CCOUNT	CLASS (F	ields mar	ked with	"*" ar	e require	d)		
	END NG BUDGET FISCAL YEAR (EBFY)		REGION*	PROGRAM*	ORGANIZATION CODE*	ACTIVITY*	SUB-OBJECT CLASS*	PROJECT CODE	BUILDING NUMBER	WORK ITEM	SYSTEM	AGREEMENT NUMBER	AGREEMENT LINE NUMBER	CONTRACT NUMBER
2021	2021	108	00	GT 20	S00U0100	GT000	D01							
24A. T	RAVELE	R/ARR	ANGER S	IGNATURE									24B. DATE	
KAITLYN SCHNEIDER						3/10/2021								
25A. AUTHORIZING OFFICIAL SIGNATURE 25B. DAT						25B. DATE								
KATHLEEN GEISLER						3/10/2021								

GENERAL SERVICES ADMINISTRATION

PRIVACY ACT STATEMENT

In compliance with the Privacy Act of 1974, the following information is provided: Basic authority for requiring the requested information is contained in United States Code (USC) 5 USC 5701-5733, particularly sections 5721-5733, 30 USC 905 and Executive Order 9397. Disclosure of the data by you is voluntary. The principal purpose for collecting the data is to determine the amount to reimburse an employee for expenses incurred in connection with temporary duty travel. Information may be transferred to appropriate Federal, State, local or foreign agencies when relevant to civil, criminal or regulatory investigations or prosecutions. There is no personal liability to you if you do not furnish the requested information; however, we shall not be able to reimburse you for your expenses.

INSTRUCTIONS FOR PREPARATION OF GSA 87 OFFICIAL TRAVEL AUTHORIZATION

Block 1. Format: Region/YY/MM/DD/First three letters of traveler's last name and initial of first name. Example: Fred Smith, Region 2 begins travel on 02/18/2015. Authorization number = 02150218SMIF.

Block 2. Name must match traveler's ID that would be presented at the airport upon check-in.

Block 3. Enter traveler's job title. Example: Division Director

Block 4. Enter Pegasys vendor code. (Begins with "E" and is followed by 8 or 9 digits.) Click <u>here</u> for instructions on obtaining or verifying your vendor code.

Block 5. Enter mailing address where any reimbursement checks are to be mailed.

Block 6a. Enter name of traveler's office/service and division. If invitational travel enter "INVITATIONAL"

Block 6b. Enter traveler's correspondence symbol, if applicable.

Block 7. Enter city and state of traveler's official duty station location/residence.

Block 8. Enter contact number where traveler may be reached.

Block 9. Enter Pegasys document number, if applicable.

Block 10. Check whether this is the original authorization or an amendment to the original. Travel amendments are necessary when original travel plans change after the original GSA 87 is signed. Pen and ink changes, erasures and alterations to the original and copies of the GSA 87 are not permitted. Amendments should be issued as soon as a change in the travel plans is known. An amendment may not be used to change an employee name when the employee originally scheduled to take the trip is replaced by another employee; instead, a new set of travel orders must be prepared.

Block 11. Check one purpose for which travel is performed. If travel requires more than one purpose, select the one most important.

Block 12. Describe brief description for reason travel is required, e.g., "To attend the Association of Government Accountant's Professional Development Conference". Generalizations such as "Official Business" or similar phrases are not acceptable.

Block 13. Select all methods of transportation authorized. If selecting POV, select whether POV use is advantageous to the government or for personal convenience, along with authorized mileage rate.

Block 14. Enter authorized official itinerary in this block. The authorized itinerary starts at the traveler's official duty station (or residence), continues with all points where official business will be conducted and ends with the traveler's return to the official duty station/residence. DO NOT include personal/leisure itinerary locations. Annotate with the words "see attached itinerary" when space is insufficient and continue the itinerary on bond paper. Complete columns as follows: (a) Enter month, day and year (MM/DD/YYYY); (b) Enter city and state for each itinerary point where official business will be performed; (c) Enter daily lodging rate; (d) Enter daily M&IE rate; (e) Enter total per diem rate; (f) Enter actual expense rate. If a special rate (e.g., reduced per diem or actual expense subsistence) has been established for a particular travel assignment, explain in block 22.

Blocks 15 thru 19. Check "yes" or "no" and provide justification, as applicable.

Block 20. Enter estimated cost for air/rail, per diem (lodging and meals), other expenses and total trip.

Block 21. Select method on how travel advance will be obtained and enter amount authorized.

Block 22. Enter any remarks or required justifications.

Block 23. Enter the Pegasys accounting classification. Required fields are marked with "*"

Blocks 24a and b. The traveler or travel arranger (invitational travel only) will sign and date these blocks.

Blocks 25a and b. The travel authorizing official will sign and date these blocks.

Electronic signature should be used to the maximum extent possible. Paper copies may be signed and dated when it is not possible to electronically sign the form.



Cheryl Williams - WPMABH <cheryl.d.williams@gsa.gov></cheryl.d.williams@gsa.gov>	Thu, Apr 29, 2021 at 11:39 AM					
ō: Beau Harrison <mark>(b) (6)</mark> Cc: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov>, Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov></kaitlyn.schneider@gsa.gov></kathleen.geisler@gsa.gov>						
Thank you! Appreciate it						
On Thu, Apr 29, 2021 at 1:40 PM Beau Harrison (b) (ó)	wrote:					
Here's the updated version!						
From: Cheryl Williams - WPMABH <cheryl.d.williams@gsa.gov Date: Thursday, April 29, 2021 at 1:34 PM To: Beau Harrison (b) (6) Cc: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov>, Kaitlyr <kaitlyn.schneider@gsa.gov> Subject: Re: FW: Your Invoice (I210422322) from Clear Copy, I</kaitlyn.schneider@gsa.gov></kathleen.geisler@gsa.gov></cheryl.d.williams@gsa.gov 	n Schneider - QMDDD					
Hi Beau,						
One more thing, for the revised quote, the State tax needs to b	e removed.					
On Thu, Apr 29, 2021 at 12:33 PM Cheryl Williams - WPMABH <cheryl.d.willia< td=""><td>ams@gsa.gov> wrote:</td></cheryl.d.willia<>	ams@gsa.gov> wrote:					
Thanks Beau,						
I need a couple of things.						
I need the document to say Proposal or Quote. An invoice inc completed, and if the work has already been completed, this reimbursement as monies were spent prior to funding approv	transaction would need to be a					
If the work has not been completed, I will need the DUNS# f these two things I can process the transaction.	or this vendor. Once I receive					
On Thu, Apr 29, 2021 at 11:32 AM Beau Harrison <mark>(b) (6)</mark>	wrote:					

Date: 7 To: Bea	To: "clearcop@gmail.com" < Fhursday, April 22, 2021 at 3 au Harrison (b) (6) st: Your Invoice (I210422322	339 PM	
	Invoice Due: \$1	,616.77	View & Pay
	Error! Filename not specifie		
	Clear Copy, Inc. Error	! Filename not specified.	
	Invoice #I210422322	Due: 04/22/2021	
	Amount: \$1,616.77	Balance: \$1,616.77	
	Here is your Invoice. Please click on the button	to open the invoice.	
	Thank you for your busine - Clear Copy, Inc.	ess!	
	cieur copy, inc.		
		View & Pay	

	_	
	lmage removed by sender.	U.S. General Services Administration
		Cheryl D. Williams Manager, Supply Procurement & Mail Operations
		Presidential Transition Team
		Washington, DC 20270
		(b) (6) cell email: cheryl.d.williams@gsa.gov
_		
_	Image removed by sender.	U.S. General Services Administration
		Cheryl D. Williams Manager, Supply Procurement & Mail Operations
		Presidential Transition Team
		Washington, DC 20270
		(b) (6) cell email: cheryl.d.williams@gsa.gov

U.S. General Services Administration



Cheryl D. Williams | Manager, Supply Procurement & Mail Operations Presidential Transition Team Washington, DC 20270 (b) (6) cell | email: cheryl.d.williams@gsa.gov





Clear Copy, Inc. 1304 N Federal Hwy Boynton Beach, FL 33435 Office Phone: 5613693900 clearcop@gmail.com

Bill To The Office of 45 1100 S Ocean Blvd Palm Beach, FL 33480 (b) (6)

Estimate

Estimate Number: E210429325 Estimate Date: Payment Terms: Estimate Amount: 1,511.00

04/29/2021 Due On Receipt

Item Name	Quantity	Taxable	Total
Books 1000 Accomplishments of President Donald J. Trump 8.5x11" Finished Size * Tabs 9"x11" 54 Pages + 20 Tabs + Cover Cover Stock: 14pt C2S; Inside Stock: 80lb. White Text; Tabs Stock: 80lb. White Cover Cover Ink: 4/0 - Full Color; Inside Ink 1/1 - Black (Two Pages Full Color 1-Side); Tabs Ink: 1/0 - Black Die Cut Tabs - 4 Banks of 5 Tab - 20 Total Tabs Collate Tabs into Book Perfect Bound	100.00		1,511.00

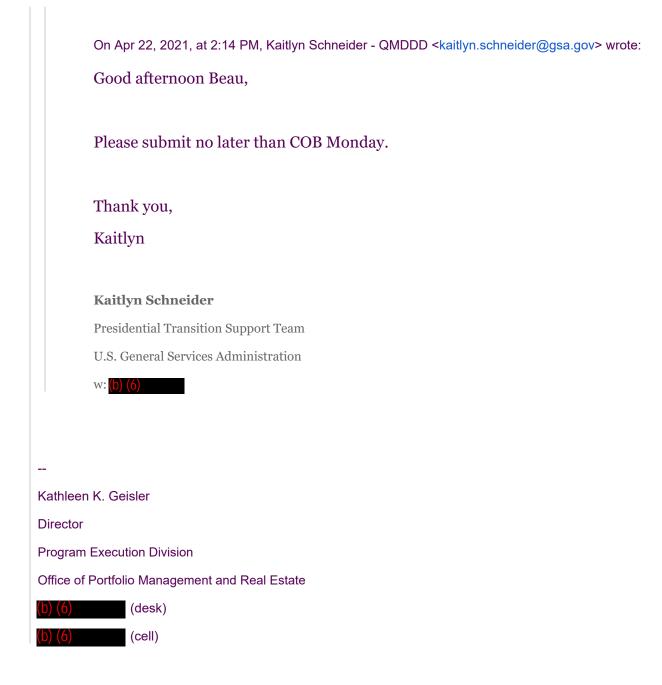
Subtotal: \$ 1,511.00 Comments: Estimate Amount \$1,511.00 Thank you for your order! We appreciate your business!



4/11 - 4/24 Payroll Memo Due

Sent from my iPhone

Kath To: B Cc: K	Mon, Apr 26, 2021 at 2:46 PM	
Tha	ank you. Have a good evening. Kathy	
On	Mon, Apr 26, 2021 at 5:42 PM Beau Harrison (b) (6) wro	ote:
ŀ	Here you go – thank you!	
ם ר כ	From: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov> Date: Monday, April 26, 2021 at 5:30 PM To: Beau Harrison (b) (6) Cc: Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov> Subject: Re: 4/11 - 4/24 Payroll Memo Due</kaitlyn.schneider@gsa.gov></kathleen.geisler@gsa.gov>	
١	Nanted to make sure I didn't miss the email for the payroll. Was it so	ent? Thank you, Kathy
C	On Mon, Apr 26, 2021 at 11:06 AM Beau Harrison (b) (6)	wrote:
	Thanks Kaitlyn – will get this to you this afternoon!	
	From: Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov> Date: Monday, April 26, 2021 at 11:05 AM To: Beau Harrison (b) (6) Cc: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov> Subject: Re: 4/11 - 4/24 Payroll Memo Due</kathleen.geisler@gsa.gov></kaitlyn.schneider@gsa.gov>	
	Good morning Beau,	
	I hope you had a great weekend!	
	I just wanted to remind you that your payroll memo is due by COB today.	
	Thank you,	
	Kaitlyn	



Kathleen K. Geisler Director Program Execution Division Office of Portfolio Management and Real Estate (desk)





April 26, 2021

To Whom It May Concern,

The Office of Outgoing President Donald J. Trump requests that GSA pay the employees listed below at the previously established rate of pay for the days identified below.

Additions since last memo: NONE

Departures since last memo: NONE

As a designee of the outgoing President for the purposes of authorizing spending against the Outgoing Presidential Transition appropriation, I approve this documentation of the days for which the employees below should be paid.

Please let me know if you have any questions.

Sincerely,



Beau Harrison Office of Donald J. Trump

Name Sun Mon Tue Wed Thur Fri Sat Sun Mon Tue Wed Thur Fri Sat Dan Scavino Image: Source in the source in	Num	4/11	4/12	4/13	4/14	4/15	4/16	4/17	4/18	4/19	4/20	4/21	4/22	4/23	4/24
Scavino Molly Molly Michael Nicholas Luna Beau Harrison Stephen Miller Hayley D'Antuono Marcia Kelly Scott Gast Eliza Thurston Desiree Thompson	Name	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat
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Furniture Order

 Kathy Geisler - WPXP <kathleen.geisler@gsa.gov>
 Fri, Apr 9, 2021 at 11:24 AM

 To: William Harrison (b) (6)
 Hayley D'Antuono (b) (6)
 Kaitlyn.schneider@gsa.gov>, Cheryl Williams - WPMABH <cheryl.d.williams@gsa.gov>

 Kaitlyn.schneider@gsa.gov>, Cheryl Williams - WPMABH <cheryl.d.williams@gsa.gov>
 Kaitlyn Schneider - QMDDD

 Beau --- any of these substitutes work? Kathy
 Kathy

------ Forwarded message ------From: **Cheryl Williams - WPMABH** <cheryl.d.williams@gsa.gov> Date: Fri, Apr 9, 2021 at 2:19 PM Subject: Re: Furniture Order To: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov>

Here are a couple that are similar in material, design and pricing:



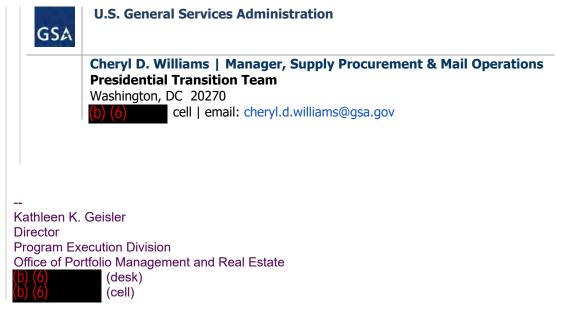
https://www.wayfair.com/filters/furniture/sb3/bookcases-c1780385-a330~386181-a1997~4114-a4393~11708.html



https://www.wayfair.com/furniture/pdp/mercer41-andish-etagere-bookcase-w001177788.html

Apr 9, 2021 at 1:54 PM Kathy Geisler - WPXP <kathleen.geisler@gsa.gov> wrote: ne know the amount and I'll get approved by Beau.</kathleen.geisler@gsa.gov>	
 ri, Apr 9, 2021 at 1:06 PM Cheryl Williams - WPMABH <cheryl.d.williams@gsa.gov> wrote: s, we can order from Wayfair.</cheryl.d.williams@gsa.gov>	
orgot I had an account with them when I used to do purchasing for the National Child Care Program.	
an send the order up.	
Fri, Apr 9, 2021 at 11:11 AM Kathy Geisler - WPXP <kathleen.geisler@gsa.gov> wrote: Cheryl do we know if we can order from Wayfair yet?</kathleen.geisler@gsa.gov>	
From: Beau Harrison (b) (6) Date: Fri, Apr 9, 2021 at 11:08 AM Subject: Re: Furniture Order To: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov> Cc: Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov>, Hayley D'Antuono (b) (6)</kaitlyn.schneider@gsa.gov></kathleen.geisler@gsa.gov>	, (b) (6)
Do you know how long that might take? Preference is to get these ordered as soon as we can!	
From: Kathy Geisler - WPXP < <mark>kathleen.geisler@gsa.gov></mark> Gent: Friday, April 9, 2021 10:29 AM Fo: Beau Harrison Cc: Kaitlyn Schneider - QMDDD; Hayley D'Antuono; (b) (6) Gubject: Re: Furniture Order	
Beau GSA needs to do some research when we purchase items if we find a similar desk and boo a different vendor will that be a problem? Thank you, Kathy	kcase from
On Thu, Apr 8, 2021 at 11:15 AM Beau Harrison (b) (6) wrote: Following up on this! Thank you	
Get Outlook for iOS	

From: Beau Harrison (b) (6) Sent: Wednesday, April 7, 2021 2:55 PM To: Kathy Geisler - WPXP; Kaitlyn Schneider - QMDDD Subject: Furniture Order
Hey Kathy and Kaitlyn – could we please place an order for the furniture items listed below.
<u>Desks</u>
Quantity: 2
Price: \$199.99
Color: White
Link: https://www.wayfair.com/furniture/pdp/mercer41-hillegierd-desk-w004226490.html?piid=1427259490
Bookshelf
Quantity:
Price: \$309.99
Color: Gold
Link: https://www.wayfair.com/furniture/pdp/three-posts-otha-805-h-x-36-w-metal-etagere-bookcase- w004414229.html
The approximated costs of \$710.00 is approved!
Thanks,
Beau Harrison
 Kathleen K. Geisler Director Program Execution Division Office of Portfolio Management and Real Estate (0) (6) (desk) (b) (6) (cell)
 Kathleen K. Geisler Director Program Execution Division Office of Portfolio Management and Real Estate (b) (6) (desk) (cell)



 GSA
 U.S. General Services Administration

 Cheryl D. Williams | Manager, Supply Procurement & Mail Operations Presidential Transition Team Washington, DC 20270

 (b) (6)
 cell | email: cheryl.d.williams@gsa.gov

Kathleen K. Geisler Director Program Execution Division Office of Portfolio Management and Real Estate (b) (6) (desk) (b) (6) (cell)



Furniture Order

Beau Harrison (b) (6) Wed, Apr 14, 2021 at 3:21 PM To: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov>, Hayley D'Antuono (b) (6) Wed, Apr 14, 2021 at 3:21 PM Cc: (b) (6) Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov>, Cheryl Williams - WPMABH <cheryl.d.williams@gsa.gov> Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov>, Cheryl Williams</kaitlyn.schneider@gsa.gov></cheryl.d.williams@gsa.gov></kaitlyn.schneider@gsa.gov></kathleen.geisler@gsa.gov>
Approved! Thank you
Get Outlook for iOS
From: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov> Sent: Wednesday, April 14, 2021 6:19:36 PM To: Hayley D'Antuono (b) (6) Cc: Beau Harrison (b) (6) Schneider - QMDDD <kaitlyn.schneider@gsa.gov>; Cheryl Williams - WPMABH <cheryl.d.williams@gsa.gov> Subject: Re: Furniture Order</cheryl.d.williams@gsa.gov></kaitlyn.schneider@gsa.gov></kathleen.geisler@gsa.gov>
Cheryl found the same side board for \$526.00 from a different vendor (Overstock). Please approve this amount and we will place the order.
Thank you, Kathy
On Wed, Apr 14, 2021 at 11:55 AM Hayley D'Antuono (b) (6) www.wrote:
To clarify, we would like to order the <u>white</u> cabinet. From: Beau Harrison (b) (6) Date: Tuesday, April 13, 2021 at 3:33 PM
To: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov> Cc: (b) (6) WPMABH <cheryl.d.williams@gsa.gov>, Hayley D'Antuono (b) (6) Subject: RE: Furniture Order</cheryl.d.williams@gsa.gov></kathleen.geisler@gsa.gov>
Kathy – could we please go ahead and make this order as well?
Link: https://www.wayfair.com/furniture/pdp/red-barrel-studio-muli-60-wide-3-drawer-sideboard-w001793161.html?piid=762647134
Thanks,
Beau

From: Kathy Geisler - WPXP [mailto:kathleen.geisler@gsa.gov] Sent: Monday, April 12, 2021 10:33 AM To: Beau Harrison (b) (6) Cc: (b) (6) Cc: (b) (6) Cheryl Williams - WPMABH <cheryl.d.williams@gsa.gov>; Hayley D'Antuono (b) (6) Subject: Re: Furniture Order</cheryl.d.williams@gsa.gov>
Beau we are ready to order. Is this amount approved?
On Fri, Apr 9, 2021 at 5:19 PM Kathy Geisler - WPXP <kathleen.geisler@gsa.gov> wrote:</kathleen.geisler@gsa.gov>
Beau the total cost of the 2 desks and bookcase is \$694.97. Please approve.
Thank you, Kathy
On Fri, Apr 9, 2021 at 3:07 PM Hayley D'Antuono (b) (6) wrote:
Hi Kathy,
Could we order this one instead? https://www.wayfair.com/furniture/pdp/mercury-row-dahill-etagere- bookcase-w001038216.html
The office space is an unusual configura on so we are having to make all our decisions off exact dimensions. Let me know if this doesn't work and we can send something else.
Thank you for all your help with this!
Hayley
From: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov> Date: Friday, April 9, 2021 at 2:24 PM To: Beau Harrison (b) (6) Cc: (b) (6) Kaitlyn.schneider@gsa.gov>, Cheryl Williams - WPMABH <cheryl.d.williams@gsa.gov> Subject: Fwd: Furniture Order From: Cheryl Williams - WPMABH <cheryl.d.williams@gsa.gov></cheryl.d.williams@gsa.gov></cheryl.d.williams@gsa.gov></kathleen.geisler@gsa.gov>

	Kathleen K. Geisler
	Director
	Program Execution Division
	Office of Portfolio Management and Real Estate
	(b) (6) (desk)
	(b) (6) (cell)
к	athleen K. Geisler
D	Virector
Р	rogram Execution Division
0	Office of Portfolio Management and Real Estate
(b) (6) (desk)
	(cell)

Kathleen K. Geisler Director Program Execution Division Office of Portfolio Management and Real Estate (0) (6) (desk) (0) (6) (cell)



Basic Security Charges

Kathy Geisler - WPXP <kathleen.geisler@gsa.gov></kathleen.geisler@gsa.gov>		Tue, Apr 13, 2021 at 3:20 PM
To: William Harrison (b) (6)	, Jonah Wainwright <mark>(b) (6)</mark>	
Cc: Kaitlyn Schneider - QMDDD <kaitlyn.schneider@< td=""><td>gsa.gov></td><td></td></kaitlyn.schneider@<>	gsa.gov>	

Beau and Jonah --

I was recently informed that the basic security charge was hitting the accounts for the Outgoing VP and POTUS for the One Potomac Yard occupancy.

I wanted to make you aware of this security charge. In accordance with the Homeland Security Act of 2002, the Department of Homeland Security (DHS) Federal Protective Service (FPS) provides security and law enforcement services to facilities under the jurisdiction, custody, or control of GSA through a Memorandum of Agreement (MOA).

Basic security charges are billed by FPS to all tenants in GSA-controlled space. The basic security charge is developed by FPS and approved by OMB.

The monthly charge is as follows:

Outgoing POTUS - \$ 3702.55

Outgoing VP - \$2083.79

We will include this monthly amount on your budget projections in the next weekly report.

If you have any questions, please let me know.

Thank you, Kathy

Kathleen K. Geisler Director Outgoing Transition (0) (6) (desk) (cell)



wrote:

3/28 - 4/10 Payroll Memo Due

Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov> To: Beau Harrison (b) (6) Cc: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov>

Thank you!

Kaitlyn Schneider Presidential Transition Support Team U.S. General Services Administration w: (b) (6)

On Mon, Apr 12, 2021 at 3:56 PM Beau Harrison (b) (6)

Mon, Apr 12, 2021 at 2:01 PM

Payroll memo attached! Thank you

From: Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov> Date: Thursday, April 8, 2021 at 11:17 AM To: Beau Harrison (b) (6) Cc: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov> Subject: 3/28 - 4/10 Payroll Memo Due

Good morning Beau,

Please submit no later than COB Monday.

Have a great day!

Kaitlyn Schneider

Presidential Transition Support Team

U.S. General Services Administration

w: (b) (6)



April 12, 2021

To Whom It May Concern,

The Office of Outgoing President Donald J. Trump requests that GSA pay the employees listed below at the previously established rate of pay for the days identified below.

Additions since last memo: NONE

Departures since last memo:

(b) (6) (Departed 9 Apr 2021)

As a designee of the outgoing President for the purposes of authorizing spending against the Outgoing Presidential Transition appropriation, I approve this documentation of the days for which the employees below should be paid.

Please let me know if you have any questions.

Sincerely,



Office of Donald J. Trump

Nterror	3/28	3/29	3/30	3/31	4/1	4/2	4/3	4/4	4/5	4/6	4/7	4/8	4/9	4/10
Name	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat
Dan													· •	
Scavino														
Molly														
Michael														
Nicholas														
Luna														
Beau														
Harrison		-												
Stephen														
Miller		-												
Hayley														
D'Antuono		-												
Marcia														
Kelly		-												
Scott														
Gast Eliza		-												
Thurston														
Desiree		-												
Thompson														
(b) (6)		-												
(b) (6)		-												
(b) (6)														
(b) (6)														
(b) (6)														



Printer Toner Order

Beau Harrison (b) (6)

Wed, Apr 7, 2021 at 11:03 AM To: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov>, Cheryl Williams - WPMABH <cheryl.d.williams@gsa.gov> Cc: Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov>

We just received the second delivery! Thank you

From: Kathy Geisler - WPXP [mailto:kathleen.geisler@gsa.gov] Sent: Wednesday, April 7, 2021 10:24 AM To: Cheryl Williams - WPMABH < cheryl.d.williams@gsa.gov> Cc: Beau Harrison (b) (6) ; Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov> Subject: Re: Printer Toner Order

Beau --- did you receive a second package for toner?

On Wed, Apr 7, 2021 at 10:18 AM Cheryl Williams - WPMABH <cheryl.d.williams@gsa.gov> wrote:

Tracking says both were delivered. It was two separate deliveries. Carrier: AMAZON

Can this be confirmed?

On Tue, Apr 6, 2021 at 3:55 PM Kathy Geisler - WPXP <kathleen.geisler@gsa.gov> wrote:

Let me have Cheryl check the order. It should have been all 4 cartridges. Kathy

Cheryl --- Beau said he only got the color cartridges. Can you check to see if the black cartridge is being sent separately? Thank you, Kathy

On Tue, Apr 6, 2021 at 3:46 PM Beau Harrison (b) (6)

wrote:

Hey Kathy and Kaitlyn – were there 4 cartridges ordered? We only received the 3 color cartridges, but we need black ink!

From: Beau Harrison (b) (6 Date: Thursday, April 1, 2021 at 2:26 PM To: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov> Cc: Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov> Subject: Re: Printer Toner Order

GSA.gov Mail -	Printer	Toner	Order	
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wrote:

٩ı	opr	οv	ed!	Th	nan	k	you

Get Outlook for iOS

From: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov> Sent: Thursday, April 1, 2021 11:08:25 AM To: Beau Harrison (b) (6) Cc: Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov> Subject: Re: Printer Toner Order

The total for the 4 toner cartridges is \$372.78. Please approve for our records. Thank you, Kathy

On Wed, Mar 31, 2021 at 5:33 PM Beau Harrison (b) (6)

Yes please – thank you!

From: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov> Date: Wednesday, March 31, 2021 at 4:42 PM To: Beau Harrison (b) (6) Cc: Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov> Subject: Re: Printer Toner Order

Do you want the same as last time -- 1 of each color? Kathy

On Wed, Mar 31, 2021 at 4:15 PM Beau Harrison (0) (6) wrote:

Hey Kathy and Kaitlyn – could we please order some additional printer toner for the HP Color Laser Jet Pro MFP M283fdw Printer?

Thanks,

Beau

Kathleen K. Geisler

Director

Program Execution Division

Office of Portfolio Management and Real Estate

(b) (6) (desk)

(cell) (6)

Kathleen K. Geisler Director Program Execution Division Office of Portfolio Management and Real Estate ID (a) (desk) ID (a) (cell)		
Program Execution Division Office of Portfolio Management and Real Estate I) (a) (desk) I) (b) (cell) Frogram Execution Division Office of Portfolio Management and Real Estate I) (b) (desk) I) (cell) Office of Portfolio Management and Real Estate I) (b) (cell) Office of Portfolio Management and Real Estate I) (b) (cell) Office of Portfolio Management and Real Estate I) (b) (cell) (cell) I) (b) (cell) I (cell) IIII (cell) IIIII (cell) I (cell) IIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIII	Kath	nleen K. Geisler
Office of Portfolio Management and Real Estate Image: Im	Dire	ctor
(b) (b) (c) (desk) (c) (c) (cell)	Proç	gram Execution Division
(b) (d) (cell) • Kathleen K. Geisler Director Program Execution Division Office of Portfolio Management and Real Estate (desk) (b) (c) (desk) (cell) • (cell) • U.S. General Services Administration Cheryl D. Williams Manager, Supply Procurement & Mail Operations Presidential Transition Team Washington, DC 20270	Offic	e of Portfolio Management and Real Estate
Kathleen K. Geisler Director Program Execution Division Office of Portfolio Management and Real Estate (desk) (f) (f) (desk) (f) (f) (cell) U.S. General Services Administration Cheryl D. Williams Manager, Supply Procurement & Mail Operations Presidential Transition Team Washington, DC 20270	(b) ((desk)
Kathleen K. Geisler Director Program Execution Division Office of Portfolio Management and Real Estate (b) (b) (c) (desk) (c) (c) (cell) U.S. General Services Administration Cheryl D. Williams Manager, Supply Procurement & Mail Operations Presidential Transition Team Washington, DC 20270	(b) (6) (cell)
Kathleen K. Geisler Director Program Execution Division Office of Portfolio Management and Real Estate (b) (b) (c) (desk) (c) (c) (cell) U.S. General Services Administration Cheryl D. Williams Manager, Supply Procurement & Mail Operations Presidential Transition Team Washington, DC 20270		
Kathleen K. Geisler Director Program Execution Division Office of Portfolio Management and Real Estate (b) (c) (desk) (c) (c) (cell) (cell) U.S. General Services Administration Cheryl D. Williams Manager, Supply Procurement & Mail Operations Presidential Transition Team Washington, DC 20270		
Director Program Execution Division Office of Portfolio Management and Real Estate (b) (c) (desk) (b) (c) (desk) (cell) U.S. General Services Administration Cheryl D. Williams Manager, Supply Procurement & Mail Operations Presidential Transition Team Washington, DC 20270		
Program Execution Division Office of Portfolio Management and Real Estate (b) (c) (desk) (c) (c) (cell) U.S. General Services Administration Cheryl D. Williams Manager, Supply Procurement & Mail Operations Presidential Transition Team Washington, DC 20270	Kathlee	en K. Geisler
Office of Portfolio Management and Real Estate (b) (b) (cell) (cell) U.S. General Services Administration Cheryl D. Williams Manager, Supply Procurement & Mail Operations Presidential Transition Team Washington, DC 20270	Directo)r
(b) (b) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c) (c)	Progra	m Execution Division
(cell) U.S. General Services Administration Cheryl D. Williams Manager, Supply Procurement & Mail Operations Presidential Transition Team Washington, DC 20270	Office of	of Portfolio Management and Real Estate
GSA U.S. General Services Administration Cheryl D. Williams Manager, Supply Procurement & Mail Operations Presidential Transition Team Washington, DC 20270	(b) (6)	(desk)
Cheryl D. Williams Manager, Supply Procurement & Mail Operations Presidential Transition Team Washington, DC 20270	(b) (6)	(cell)
Cheryl D. Williams Manager, Supply Procurement & Mail Operations Presidential Transition Team Washington, DC 20270		
Cheryl D. Williams Manager, Supply Procurement & Mail Operations Presidential Transition Team Washington, DC 20270		
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Cheryl D. Williams Manager, Supply Procurement & Mail Operations Presidential Transition Team Washington, DC 20270		
Presidential Transition Team Washington, DC 20270	GSA	U.S. General Services Administration
Washington, DC 20270		Cheryl D. Williams Manager, Supply Procurement & Mail Operations
		Presidential Transition Team
		Washington, DC 20270

Kathleen K. Geisler

Director

Program Execution Division

Office of Portfolio Management and Real Estate





wrote:

Printer Paper Order

Beau Harrison (b) (6)

Mon, Apr 5, 2021 at 10:43 AM

To: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov> Cc: Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov>

Sorry - for Florida!

From: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov> Date: Monday, April 5, 2021 at 1:43 PM To: Beau Harrison (b) (6) Cc: Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov> Subject: Re: Printer Paper Order

For Florida or Arlington?

On Mon, Apr 5, 2021 at 1:42 PM Beau Harrison (b) (6)

Hey Kathy and Kaitlyn - would it be possible to order some more printer paper as well?

1 x Box of 8.5x11 HP Printer Paper

Thanks,

Beau

Kathleen K. Geisler

Director

Program Execution Division

Office of Portfolio Management and Real Estate

(b) ((6)	(desk)
(b) ((6)	(cell)



Stamps.com Labels

Beau Harrison (b) (6)

Tue, Mar 30, 2021 at 6:22 PM

To: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov> Cc: Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov>, Cheryl Williams - WPMABH <cheryl.d.williams@gsa.gov>

Approved! Thank you

Get Outlook for iOS

From: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov> Sent: Tuesday, March 30, 2021 7:17:19 PM To: Beau Harrison (b) (6)

Cc: Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov>; Cheryl Williams - WPMABH <cheryl.d.williams@gsa.gov>

Subject: Stamps.com Labels

Beau -- Desiree needs additional labels. She requested 5000 labels. We can purchase 3700 -- the cost is \$3337.35. Please approve this request.

Thank you, Kathy

Kathleen K. Geisler Director Program Execution Division Office of Portfolio Management and Real Estate (b) (6) (desk) (b) (6) (cell)



Mon, Mar 29, 2021 at 8:59 AM

3/14 - 3/27 Payroll Memo Due

Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov> To: Beau Harrison (b) (6) Cc: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov>

Thank you!

Kaitlyn Schneider Presidential Transition Support Team U.S. General Services Administration w: (b) (6)

On Mon, Mar 29, 2021 at 9:26 AM Beau Harrison (b) (6) wrote:

Payroll memo attached!

From: Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov> Date: Thursday, March 25, 2021 at 3:49 PM To: William Harrison (b) (6) Cc: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov> Subject: 3/14 - 3/27 Payroll Memo Due

Good afternoon Beau,

Please submit no later than COB Monday

Thank you,

Kaitlyn

Kaitlyn Schneider

Presidential Transition Support Team

U.S. General Services Administration





March 29, 2021

To Whom It May Concern,

The Office of Outgoing President Donald J. Trump requests that GSA pay the employees listed below at the previously established rate of pay for the days identified below.

Additions since last memo: NONE

Departures since last memo: NONE

As a designee of the outgoing President for the purposes of authorizing spending against the Outgoing Presidential Transition appropriation, I approve this documentation of the days for which the employees below should be paid.

Please let me know if you have any questions.

Sincerely,



Beau Harrison Office of Donald J. Trump

Num	3/14	3/15	3/16	3/17	3/18	3/19	3/20	3/21	3/22	3/23	3/24	3/25	3/26	3/27
Name	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat
Dan											1			
Scavino														
Molly														
Michael														
Nicholas														
Luna		_												
Beau														
Harrison		_												
Stephen														
Miller		_												
Hayley														
D'Antuono		-							+					
Marcia														
Kelly		-							+					
Scott														
Gast		-							-					
Eliza														
Thurston		-				-								
Desiree														
Thompson		-				-								
(b) (6)														
(b) (6)														
(b) (6)														
(b) (6)														
(b) (6)														



2/28 - 3/13 Payroll Memo Due

Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov> To: William Harrison (i) (6) Cc: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov></kathleen.geisler@gsa.gov></kaitlyn.schneider@gsa.gov>	Fri, Mar 12, 2021 at 9:46 AM
Thank you, Beau!	
Kaitlyn Schneider Presidential Transition Support Team U.S. General Services Administration w:(b) (6)	
On Fri, Mar 12, 2021 at 10:38 AM William Harrison (b) (6)	wrote:
Hey Kaitlyn – payroll memo attached!	
Thanks,	
Beau	
From: Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov> Date: Thursday, March 11, 2021 at 1:06 PM To: William Harrison (b) (6) Cc: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov> Subject: 2/28 - 3/13 Payroll Memo Due</kathleen.geisler@gsa.gov></kaitlyn.schneider@gsa.gov>	
Good afternoon Beau,	
Please submit no later than COB Monday.	
Thank you,	
Kaitlyn	
Kaitlyn Schneider	
Presidential Transition Support Team	
U.S. General Services Administration	
w: (b) (6)	



March 12, 2021

To Whom It May Concern,

The Office of Outgoing President Donald J. Trump requests that GSA pay the employees listed below at the previously established rate of pay for the days identified below.

Additions since last memo: NONE

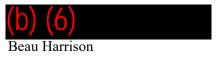
Departures since last memo:

- Ben Williamson (28 FEB)
- Ali Pardo (28 FEB)

As a designee of the outgoing President for the purposes of authorizing spending against the Outgoing Presidential Transition appropriation, I approve this documentation of the days for which the employees below should be paid.

Please let me know if you have any questions.

Sincerely,



Office of Donald J. Trump

Nama	2/28	3/1	3/2	3/3	3/4	3/5	3/6	3/7	3/8	3/9	3/10	3/11	3/12	3/13
Name	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat
Dan														
Scavino														
Molly														
Michael														
Nicholas														
Luna														
Beau														
Harrison		-												
Stephen														
Miller		-												
Hayley														
D'Antuono		-							-					
Marcia														
Kelly		-												
Scott														
Gast		-												
Eliza														
Thurston		-												
Desiree														
Thompson		-				_								
(b) (6)														
(b) (6)		-							-					
(b) (6)		-							-					
(b) (6)														
(b) (6)														



ULINE Quote

William Harrison (b) (6)

Mon, Mar 15, 2021 at 6:09 AM To: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov>, Cheryl Williams - WPMABH <cheryl.d.williams@gsa.gov> Cc: Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov>

Approved - thank you!

Get Outlook for iOS

From: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov> Sent: Monday, March 15, 2021 8:09:21 AM To: Cheryl Williams - WPMABH < cheryl.d.williams@gsa.gov> Cc: William Harrison (b) (6) ; Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov> Subject: Re: ULINE Quote

Beau --- do you approved the \$1995.71 for the totes and poly bags including shipping?

On Fri, Mar 12, 2021 at 10:46 AM Cheryl Williams - WPMABH <cheryl.d.williams@gsa.gov> wrote: Good morning,

The pricing to include shipping is **\$1995.71.**

On Fri, Mar 12, 2021 at 10:19 AM Kathy Geisler - WPXP <kathleen.geisler@gsa.gov> wrote: Beau --- Good morning. Following up on your request for totes and poly bags. Subtotal for the totes and poly bags is \$1832. This does not include shipping fees. Please approve the amount and confirm this is correct items for purchase.

Thank you, Kathy

----- Forwarded message ------From: Cheryl Williams - WPMABH <cheryl.d.williams@gsa.gov> Date: Fri, Mar 12, 2021 at 10:09 AM Subject: ULINE Quote To: Kathy Geisler - WPXP <kathleen.geisler@gsa.gov>, Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov>

Good morning Kathy,

Please verify that these are the items requested. I am creating the package to send up for certification:

Poly Bags:

https://www.uline.com/Product/Detail/S-2647/Flat-Poly-Bags/13-x-16-4-Mil-Industrial-Poly-Bags? keywords=13%22x16%22+4m+Industrial+poly+bags

Industrial Totes:

https://www.uline.com/Product/Detail/S-23361/Totes-Plastic-Storage-Boxes/Clear-Industrial-Totes-26-x-19-x-14

The total sub-total thus far is **\$1832.00**. Shipping fees, if any, are not included in this price.

GSA	U.S. General Services Administration
	Cheryl D. Williams Manager, Supply Procurement & Mail Operations Presidential Transition Team Washington, DC 20270
	(b) (6) cell email: cheryl.d.williams@gsa.gov
 Kathleen Director	K. Geisler
	Execution Division Portfolio Management and Real Estate (desk) (cell)
GSA	U.S. General Services Administration
	Cheryl D. Williams Manager, Supply Procurement & Mail Operations Presidential Transition Team
	Washington, DC 20270 (b) (6) cell email: cheryl.d.williams@gsa.gov

--Kathleen K. Geisler Director Program Execution Division Office of Portfolio Management and Real Estate (b) (6) (desk) (b) (6) (cell)



Stationery Order - Pocket Cards

Kathy Geisler - WPXP <kathleen.geisler@gsa.gov> To: William Harrison (b) (6) Cc: Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov>, Desiree Thompson</kaitlyn.schneider@gsa.gov></kathleen.geisler@gsa.gov>	Tue, Mar 16, 2021 at 1:23 PM
Beau thank you. Will move this forward to our acquisition folks or credit card h	older. Kathy
On Tue, Mar 16, 2021 at 3:47 PM William Harrison (0) (6)	wrote:
Hey Kathy and Kaitlyn – attached please find an additional stationery approved.	order invoice. This expense is
Please let me know if you have any questions.	
Thanks,	
Beau	
 Kathleen K. Geisler Director Program Execution Division Office of Portfolio Management and Real Estate (b) (6) (desk) (cell)	



To: GPO Desiree Sayle

Artisan 2, Inc. takes pleasure in quoting on the following project for you:

Pocket cards For DJT, MT & Office of DJT

Dig print	4cp\0 D\C, DJT	
Pricing:	2,000	Add'l M's
Dig Print	\$ <mark>(b) (4)</mark> 4cp\0, D\C, MT	
Pricing:	2,000	Add'l M's
	\$ <mark>(b) (4)</mark>	
Dig Print	4cp\0, D\C (Office of) DJT)	
Pricing:	2,000	Add'l M's
	\$ <mark>(b) (4)</mark>	
Shipping:	\$0.00	
Totals:	\$3,897.00	

THE OFFICE OF DONALD J. TRUMP

quantity 2,000

size 4 x 7.5 white or natural white Classic Crest stock 80 or 100 pound card stock rounded corners have .375-inch radius

with dark blue digital print

typestyle: copperplate *with ruled lines*



DJTCO Supply and Packing List Desiree Thompson (b) (6) Wed, Jul 14, 2021 at 3:38 PM To: Cheryl Williams - WPMABH <cheryl.d.williams@gsa.gov>, Beau Harrison (b) (6) Kathy Geisler - WPXP <kathleen.geisler@gsa.gov>, Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov> Cheryl, do you know the ETA of the packing supplies? Also, the printer submitted a proposal for our final run of stationery. Let me know if you have any questions. Des From: Cheryl Williams - WPMABH <cheryl.d.williams@gsa.gov> Date: Wednesday, July 14, 2021 at 4:02 PM To: Desiree Thompson (b) (6) **Beau Harrison** , Kathy Geisler - WPXP <kathleen.geisler@gsa.gov>, Kaitlyn b) (6) Schneider - QMDDD <kaitlyn.schneider@gsa.gov> Subject: Fwd: DJTCO Supply and Packing List Good day, please confirm box sizes. See images below:

-----Forwarded message ------From: Desiree Thompson (b) (6) Date: Thu, Jul 8, 2021 at 8:20 PM Subject: DJTCO Supply and Packing List To: Cheryl Williams - WPMABH <cheryl.d.williams@gsa.gov>, Kathy Geisler - WPXP <kathleen.geisler@gsa.gov>, Kaitlyn Schneider - QMDDD <kaitlyn.schneider@gsa.gov> Cc: Beau Harrison (b) (6)

Thank you for taking the time to go over next steps for our big move. Below are the packing supplies required and timely outstanding questions:

Bubble Wrap Shrink Wrap for wrapping pallets 250 sheets of packing paper 12 rolls Packing Tape

15 Small Boxes - 15x12x10



30 Bankers Boxes - 16.25x12.5x10.5



30 Medium Boxes - 18x14x12



10 Large Boxes - 20x20x15



TIMELY QUESTIONS:

- 1. Status of retaining Autopen Machine
- 2. 4 Additional Laptops for volunteers. Can I continue to use the laptops we have on hand for work continuity?
- 3. Desktop COLOR Printer
- 4. Copier/Scanner/Printer
- 5. How do we continue using Stamps.com after the 21st? Do I contact Cheryl to replenish or are we on our own?
- 6. Can we continue to use our UPS account with the discount?

Thank you again, for your help over the last 6 months. It has been a true pleasure to work with each of you!

Des

Desiree Thompson Sayle

Director of Correspondence

Office of Donald J. Trump

(b) (6)

(b) (6

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