

UNCLASSIFIED INTERNAL SECURITY CONFIDENTIAL SECRET

ROUTING AND RECORD SHEET

SUBJECT: (Optional)
Advance Account No. 013842

FROM: Howard Hunt
C/DO/OPRP
Room 563, Matomic

EXTENSION NO. 3117

DATE 21 August 1963

TO: (Officer designation, room number, and building)

DATE RECEIVED FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

TO:	DATE		OFFICER'S INITIALS	COMMENTS
	RECEIVED	FORWARDED		
1. DO/B&F		8/21	AGS	<p>1-2</p> <p>Realize such a claim must have approval of Operating Div. It is our understanding J.M.A.T.E. is terminated and SAS is not a continuation of this is correct should this claim go SBA/DDS or where —</p> <p>Believe Fin. Div should ascertain if this claim can be paid & advise the correct channel.</p> <p><i>AGS</i></p> <p>5605</p> <p>11/21/63</p> <p>RETURN TO CIA Background Use Only Do Not Reproduce</p>
2. Accounts Receivable Unit of Accounts Branch, FD Room 6-E-13				
3. Headquarters				
4.				
5.				
6.				
7.				
8.				
9.				
10.				
11.				
12.				
13.				
14.				
15.				

21 August 1963

MEMORANDUM FOR: Chief, Finance Division
THROUGH : Accounts Receivable Unit, Accounts Branch
Finance Division, Room 6-E-13, Headquarters
SUBJECT : Reimbursement for JMATE Operational Expend-
iture
REFERENCE : Advance Account - No. 013842

1. After termination of my assignment with JMATE at JMWAVE, I was billed for repayment of advance account in the amount of \$503.44, which sum I paid by personal check No. 3337, dated 16 July 1962, FD Receipt No. 4944, dated 19 July 1962.
2. Payment was made with reservations, since at the time of my departure from the JMWAVE area the Finance Officer estimated that when my accountings were reconciled they would reflect a credit in my favor of several hundred dollars. Therefore, I was surprised to find myself in a debit position when the accounting was finally completed. Although I would have been authorized to voucher the balance, I assumed that all credits had been taken into account, and so did not exercise the option.
3. ⁰³In early May, 1963, I received a telephone call from Mrs. [redacted] who had been my Administrative Assistant at JMWAVE. She was departing the following day PCS for [redacted] and wished to inform me that in packing she had come across a receipt signed by Spencer O. TERTELING (P) in the amount of \$500 which, she said, she had neglected to turn in to the JMWAVE Finance Officer to be credited against my account. The following day I received through the mail the receipt in question which is forwarded herewith as Attachment A.
4. In the interim, DODS B&F conducted a search of the accountings relevant to my advance account and were unable to establish that an entry had been processed reflecting credit of the \$500 TERTELING receipt. This accords with the prior failure of the receipt to have been forwarded to JMWAVE Finance as it should have.
5. Based on the above, Mrs. [redacted] ⁰³ statement and my own recollection of events and accounting procedures then

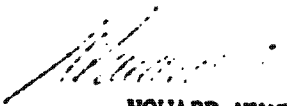
SECRET



3/80

in effect at JMWAVE, I am requesting reimbursement in the amount of \$500.00 as substantiated by the attached receipt.

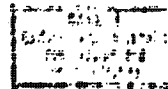
6. Your approval is requested.


HOWARD HUNT
Chief
DO/OPRP

Attachment -
Receipt dtd 1 May 1961,
in amt of \$500, signed
by Spencer O. TERTELING (P)

- 2 -

SECRET



SECRET

Ordered
from

1 May

19 61.

Five hundred

Dollars.

\$ 500.00

Approved by [Signature]

Approved by [Signature]

FORM 1-55

