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19 JUL 1966

MEMORANDUM FOR: Chief, Contract Personnel Division
SUBJECT : Spencer O. TERTELING, Contract Amendment

1. It is requested that the contract as amended for Spencer O. TERTELING, Independent Contractor, which expired 4 April 1966, be extended through 31 July 1966, and that also effective 31 July 1966 it is to be terminated.

2. Concurrent with the termination it is requested that the contract be amended to provide for a terminal payment of \$1,657. which consists of:

- a. Terminal bonus of \$1,500, in recognition of TERTELING's lengthy period of loyal service to the Agency, and the modesty of his income.
- b. The cost of one round trip air fare in the amount of \$157.

3. The WH Division concurs in the requests listed above in view of TERTELING's tenure of service and calibre of performance.

03
[Signature Box] (signed)
William V. Broe
Chief
Western Hemisphere Division

* APPROVED:
/s/ Dow H. Luetscher
[Signature Line]

*Approved as an extension of contract through 31 July 1966; as notice of expiration and as an amendment authorizing the terminal payment specified above.

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