

**From:** EMB (Entitlements Management Branch)  
**To:** Slipper, Peter (Private)  
**Subject:** The Hon Peter Slipper MP - Official Overseas Travel to South Africa, Uganda, the United Kingdom, Russian Federation, Kazakhstan, Hungary and the United States of America - Reimbursement of Travel Expenses - O3083  
[SEC=UNCLASSIFIED]  
**Date:** Monday, 16 July 2012 1:31:02 PM

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Dear Mr Slipper

I am writing in relation to your claim for reimbursement of travel expenses incurred during your official overseas travel to South Africa, Uganda, the United Kingdom, Russian Federation, Kazakhstan, Hungary and the United States of America from 24 March to 22 April 2012.

Based on your supporting documentation, you are entitled to an amount of \$5,236.46. This amount will be direct credited into your nominated bank account and comprises of:

Date	Description	Local Currency	Currency Used	Exchange Rate	AUD
26/03/2012	Laundry - Victoria and Alfred Hotel	586.00	ZAR	7.61835	\$76.92
29/3 to 3/4/2012	Accommodation - Sheraton, Kampala	5,259.61	USD	1.0349	\$5,082.24
29/3 to 3/4/2012	Meals - Sheraton, Kampala	80.00	USD	1.0349	\$77.30
<b>Total</b>					<b>\$5,236.46</b>

Please note that you have not being reimbursed for the Tourism Levy of ZAR\$54.46 at the Victoria and Alfred Hotel, Capetown as your Minor Official Expense Allowance (MOEA) is provided to cover expenses such as these.

I am also unable to process your reimbursement for your meal in Kazakhstan as it is over AUD 50 and there is no itemised receipt included for this expense. For this amount to be reimbursed an itemised receipt or Statutory Declaration is required to be submitted to the Entitlements Management Branch, Ministerial and Parliamentary Services.

Once all accounts and documentation from the Posts have been received and the trip has been fully acquitted, we will send the office a statement of charges showing all expenditure for the trip.

Should you require further information, please contact the Entitlements Management Branch on 02 6215 3542.

Yours sincerely

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Entitlements Manager  
Ministerial and Parliamentary Services