

**ENVIRONMENTAL
RESEARCH FOUNDATION**

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November 11, 1993

To: Peter, Mary, Andrea, Paul and Carol

From: Maria

Re.: Travel Experts 314-631-0063

I have set-up a travel account with Travel Experts in St. Louis. We have a one year corporate membership. Each of you can make your own reservations. Our membership number is VIP000103. You can call and get plane tickets, hotel reservations and car rentals. Each time any of us want to make a charge against this account, Travel Experts will fax me a UCC form to authorize the charge on our corporate card. I will then fax them back an authorization. I will soon receive all of the membership information and will copy and send it out to each of you. If you have any questions, please call me.

Thanks,

Maria