

UNITED STATES DEPARTMENT OF JUSTICE
REGISTRATION SECTION
WASHINGTON, D. C.

REGISTRATION NO. 529

SUPPLEMENTAL REGISTRATION STATEMENT

Pursuant to Section 2 of the Foreign Agents
Registration Act of 1938, as Amended

For Six Months Period Ending DEC 17 1964
(Insert date)

1. (a) Name of Registrant. OFFICIAL BELGIAN TOURIST BUREAU

(b) All other names used by Registrant during the period.
none

(c) Address of principal office.
720 Fifth Avenue, New York, N.Y. 10019
Information Desk: 589 Fifth Avenue, New York, N.Y. 10017

(d) Name of person or persons in charge of principal office.
Mr. P. A. De Maerel

3. If Registrant is a nonbusiness membership organization, state— not applicable

(a) Approximate number of members in the United States
(b) Approximate number of members outside the United States

4. (a) All persons who became partners, officers, directors, and similar officials of Registrant during the period.

<i>Name and address of official</i>	<i>Date connection began</i>	<i>Position, office, or nature of duties</i>
none		

(b) All persons who ceased to be partners, officers, directors, or similar officials of Registrant during the period.

<i>Name and address of official</i>	<i>Date connection ended</i>	<i>Reason for ending connection</i>
none		

5. (a) All branches and local units of Registrant and all other component or affiliated groups or organizations which began to operate during the period.

<i>Name and address of branch, unit, group, or organization</i>	<i>Nature of connection with Registrant</i>	<i>Name and address of person in charge</i>
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none

- (b) All branches and local units of Registrant and all other component or affiliated groups or organizations which ceased to operate during the period.

<i>Name of branch, unit, group, or organization</i>	<i>Reason operations ceased</i>
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none

6. All persons who at any time during the period were foreign principals of Registrant.

<i>Name and principal address</i>	<i>Is person still a foreign principal of Registrant?</i>	<i>If not, give date connection ended</i>
Ministry of Transport, Brussels, Belgium	Yes	-
Commissariat Général au Tourisme, Brussels, Belgium	Yes	-

7. Describe fully all activities of Registrant during the period for or in the interests of each foreign principal named under item 6.

Dissemination by mail, phone and verbally of information concerning travel to and in Belgium. Distribution of new printed material (Exhibits being forwarded to you separately.) is indicated on the attached lists. Said material is noted below (with quantities made available):

9,000 each "News from Belgium" press releases (#13/24/64)	
4,400 brochures "Festival of Belgium" '64	5,000 folders "Westende"
150 folders "Tournai"	700 " " "Oostende"
1,500 folders "Bruxelles-Brussel..."	500 " " "Atomium"
250 " " "Watermael Boitsfort"	5,000 leaflets "Brussels Centre"
100 " " "Namur en Belgique"	10,700 folders "Thermal Resorts, Belgium"
1,200 brochures "La Province de Namur, Belgique"	5,000 reprints "Belgium" (Sept. 1964 "Social Spectator")
10,000 folders "The Peace Treaty of Ghent"	1,000 leaflets "Audio-Visual Play" (Memento for the Visitor)
5,000 calendars - 1965	
250 posters each: Namur Panorama	250 posters each: Roly, Church
(large&small) The Amblève, near Stavlot	(large&small) Ghent, Friday Market
Antwerpen, Middelheim Park	The Coast, Sunset
The Coast, Den Haan	Guvelingen, St. Truiden.
	Ieper, Cat Festival.

8. Describe briefly all other businesses, occupations, and public activities in which Registrant engaged during the period.

none

9. Furnish the following information as to all employees and other individuals except those named under item 4, who during the period rendered any services or assistance to Registrant, with or without compensation, for or in the interests of any foreign principal named under item 6:

(a) All such employees and other individuals for whom Short Form Registration Statements (Formerly Exhibits A) have previously been filed.

<i>Name and address of employee or other individual</i>	<i>Nature of any changes during period in activities for Registrant or its foreign principals</i>	<i>Has connection with Registrant ended?</i>
Mrs. Nadine de Bary 329 Palmer Road Yonkers, New York		
Miss Helen L, Kahn 2435 Creston Avenue Bronx, New York, N.Y. 10468		

(b) All such employees and other individuals for whom Short Form Registration Statements (Formerly Exhibits A) have not been previously filed.

<i>Name and address of employee or other individual</i>	<i>Nature of services or assistance rendered</i>	<i>Has connection with Registrant ended?</i>
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none

10. Furnish the following information as to Registrant's receipts and expenditures during the period covered by this statement. The information may, if Registrant desires, be furnished for Registrant's latest semiannual fiscal period, provided the period covered is indicated and future statements are furnished on the same basis:

(a) All amounts received during the period directly or indirectly from each foreign principal named under item 6, itemized as follows:

<i>Date funds received</i>	<i>Name of foreign principal from whom funds received¹</i>	<i>Purposes for which received²</i>	<i>Amount received³</i>
Functions of the tourist office are combined with those of Sabena BelgianWorld Airlines. Drawing against the amount allotted annually for advertising and publicity (for 1964:\$60,000), the following expenditures were made for this period and debited to the Commissariat Général au Tourisme in Brussels on the following dates:			
1964-July 2			\$4,628.66
July 27			5,256.47
Aug. 21			15,144.39
Sept. 22			3,877.18
Oct. 27			<u>3,045.09</u>
			\$31,951.79 Total

(b) All amounts received during the period from other sources to be used directly or indirectly for or in the interests of any foreign principal named under item 6, itemized as follows: ¹

<i>Date funds received</i>	<i>Name of person from whom received¹</i>	<i>Purposes for which received²</i>	<i>Amount received³</i>
none			

(c) All expenditures made during the period directly or indirectly for or in the interests of each foreign principal named under item 6, itemized as follows: ⁴

<i>Date payment was made</i>	<i>Name of person to whom payment was made¹</i>	<i>Purposes for which payment was made²</i>	<i>Amount of payment³</i>
1. Expenditures are in conjunction with operations of SABENA Belgian World Airlines. An allocation of expenses, other than for advertising and publicity as indicated under 10(a), attributable to the tourist office is made in Belgium, but registrant does not have details other than certain mailing costs approximated at \$250. monthly, and salary of about \$513. monthly paid to Mrs. de Bary.			
2. Our advertising agency (Picard Advertising, Inc. - 505 Park Ave., NYC 22, NY) handles only procurement of space, and the mechanical aspects of placing ads. During this period, payments to them amounted \$2,250 as per copies of invoices herewith.			
-Our bulletins are mailed, and printed matter distributed by a direct mail service: Boffer Offset Corp., 111 8th Ave., NYC, NY. During this period, payments to them amounted to approx. \$8,385 as per copies of invoices herewith.			
-In round figures, balance of expenditures for this period is approximately as follows:			
			\$13,700
			795
			85
			890
			25
			215
			23
Purchase of subscriptions, recordings, etc.			
Include all amounts so received, whether received as compensation, loans, contributions, subscriptions, fees, dues, subsidies, or otherwise.			

¹ Receipts from or payments to a person amounting to less than \$200 for the period may be combined with other like amounts, provided the source or disposition of the funds, as the case may be, is clearly indicated.

² Where funds were received or paid, as the case may be, for various purposes, such purposes shall be listed in reasonable detail.

³ Show separately the amount received or paid, as the case may be, for each purpose listed under the preceding column.

⁴ Include all transfers of funds to any foreign principal.

10(c) continued on page inserted,

11. (a) Speeches, lectures, talks, and radio broadcasts arranged or sponsored by Registrant or delivered by officials or employees of Registrant, during the period.

<i>Name of person by whom delivered</i>	<i>Number of speeches, lectures, and talks delivered</i>	<i>Number of radio broadcasts delivered</i>
Mr. P. A. DeMaerel		one: Radio New York Worldwide, New York City December 9, 1964

(b) Publications prepared or distributed by Registrant, or by others for Registrant, or in the preparation or distribution of which Registrant rendered any services or assistance, during the period. (Indicate each type of publication by an "X.")

- | | | |
|---------------------------------------|---|--|
| (1) Press releases <u>X</u> | (8) Circulars _____ | (15) Lantern slides _____ |
| (2) News bulletins <u>X</u> | (9) Form letters _____ | (16) Still pictures <u>X</u> |
| (3) Newspapers _____ | (10) Reprints <u>X</u> | (17) Posters <u>X</u> |
| (4) Articles _____ | (11) Copies of speeches, lectures, talks, or radio broadcasts _____ | (18) Photographs <u>X</u> |
| (5) Books <u>X</u> | (12) Radio programs <u>X</u> | (19) Charts _____ |
| (6) Magazines _____ | (13) Radio scripts _____ | (20) Maps <u>X</u> |
| (7) Pamphlets <u>X</u> | (14) Moving pictures <u>X</u> | (21) Other publications <u>X</u> (Belgian National Railroads guides) |

(c) Preparation and distribution of publications referred to in answer to (b) above.

<i>Description of publication</i>	<i>By whom written, edited, or prepared</i>	<i>By whom printed, produced, or published</i>	<i>By whom distributed</i>
<p>Items 1, 2, 10, 12 and 1 brochure of Item (7) ("Belgium, the Crossroads of Europe") prepared and/or adapted by this office; distributed by this office and by Boffer Offset Corp. (direct mailing). Preparation of the listed materials by our office consisted merely of translating from French and Flemish into English and adapting materials sent to us by our foreign principal. Press Releases and News Bulletins printed by Boffer; "Belgium, the Crossroads of Europe" and reprint called "Walking Tour of Brussels" are printed by Clark & Fritts, 229 W. 28th Street, New York City.</p> <p>Other items indicated under 11(b) prepared and printed in Belgium; distributed by this office and by Boffer Offset Corp., New York City.</p> <p>(d) Compliance with the filing, labeling, and reporting provisions of Section 4 of the Foreign Agents Registration Act of 1938, as amended, and Rules 400-403 thereunder.</p>			

(1) Were copies or summaries of all communications and publications referred to in answer to (a) and (b) above filed with the Department of Justice and the Librarian of Congress? If not, explain why copies or summaries of any such communications and publications were not filed.

Not political propaganda and, we understand, consequently not required.

(2) Were all such communications and publications labeled in accordance with Section 4 and Rules 400-403? If not, explain why any such communications and publications were not so labeled.

Please see d(1).

(3) Were reports of the delivery, distribution, or other dissemination of all such communications and publications made to the Department of Justice in accordance with Section 4 and Rules 400-403? If not, explain why any such reports were omitted.

Please see d(1).

12. (a) Any changes during the period, not fully described above, in Registrant's affiliations, associations, or other connections with foreign governments, foreign political parties, or officials or agencies thereof.

*Name of government, party, or official,
or agency thereof*

*Nature of changes during period in Registrant's
connections therewith*

none

(b) Any changes during the period in Registrant's pecuniary interest in or control over partnerships, corporations, associations, or other organizations or combinations of individuals.

*Name of organization or
combination*

*Nature of changes during period in
Registrant's ownership or other
pecuniary interest*

*Nature of changes during period in any
direction or control exercised
by Registrant*

none

13. (a) Any changes during the period in the ownership of or supervision, direction or control over Registrant by any organization, group, or individual.

*Name of organization, group,
or individual*

*Nature of changes during period in ownership,
supervision, direction, or control*

none

(b) Any subsidy or other financial assistance received by Registrant during the period directly or indirectly from—

Any individual who is a citizen of, or resides in, a foreign country.

Any organization created in, or under the laws of, any foreign country or having its principal place of business in a foreign country.

Any foreign government or foreign political party, or any official or agency thereof.

*Name of person from whom subsidy or
financial assistance received*

*Nature and amount of subsidy or
financial assistance*

none

14. File the following exhibits with this statement:

Short Form Registration Statement - File a Short Form Registration Statement, on the printed form provided therefor, for each of the following persons for whom a Short Form Registration Statement (formerly Exhibit A) has not previously been filed:

(a) All partners, officers, directors, and similar officials of Registrant.

(b) All employees or other individuals who during the period rendered any services or assistance to Registrant, with or without compensation, for or in the interests of any foreign principal named under item 6.

Exhibit B.—File a copy of any changes during the period in the agreement, arrangement, or authorization (or if not in writing a written description thereof) pursuant to which Registrant is acting for, or receiving funds from, each foreign principal named under item 6.

Exhibit C.—File an Exhibit C, on the printed form provided therefor, for each foreign principal named under item 6 for whom an Exhibit C has not previously been filed.

Exhibit D.—If Registrant is a nonbusiness organization, file a copy of any changes during the period in its charter, constitution, bylaws, or other instruments of organization.

Exhibit E.—File a copy of the agreement or arrangement (or if not in writing, a written description thereof) between the Registrant and each business firm or other organization named under item 11 (c), and copies of all changes during the period in similar contracts previously filed.

The undersigned swear(s) or affirm(s) that he has (they have) read the information set forth in this statement and the attached exhibits and that he is (they are) familiar with the contents thereof and that such contents are in their entirety true and accurate to the best of his (their) knowledge and belief, except that the undersigned make(s) no representation as to the truth or accuracy of the information contained in Exhibit A insofar as such information is not within his (their) personal knowledge.

(Type or print name under each signature)

P. A. De Maerel

(Signature)

P. A. De Maerel, Director

(Both copies of this statement shall be signed and sworn to before a notary public or other person authorized to administer oaths, by a majority of those partners, officers, directors, or persons performing similar functions who are in the United States. If no such person is in the United States, the statement shall be signed and sworn to by the duly authorized representative of the Registrant.)

(Signature)

(Signature)

(Signature)

Subscribed and sworn to before me at New York, New York

this 23rd day of March, 1965

Helen L. Kahn
(Signature of notary or other officer)

HELEN L. KAHN
Notary Public, State of New York
No. 03-7137880
City of New York

My commission expires March 30, 1966, 1966

June 7

OFFICIAL BELGIAN TOURIST BUREAU
720 Fifth Avenue
New York 19, N.Y.

Items listed under 7 distributed to some or all of the following, depending on quantity available and categories for which the various items are of most interest.

DISTRIBUTION

Mailing List Addressograph Plates:
(addresses in the U.S.A.)

<u>Category</u>	<u>Approx. quantity</u>
O Travel Agents	3,748
AQ Airline executives	34
Q Commercial	98
QL Libraries	218
QS Schools	156
PH Philatelists	216
BO Belgian Embassy & Consulates	110
ETC European Travel Commission	20
SU Suppliers of SABENA	290
BL Belgian colony	211
PRF Fashion editors	11
FE Food editors	47
A Press	1,156
TI Tourist offices (not ETC members)	25
RPS SABENA offices	26
ABB American firms doing business in Belgium	349
CGB Belgian Consulates General	9
CHB " Honorary Consulates	21
ERR European Railroads	8
Conv.I International Conventions	152
Total: approx.	<u>6,905</u>

Item 10(c) continued

-Customs formalities, transportation of printed matter from Belgium	\$820
-Purchase of stationery, office supplies	1,950
-Miscellaneous office expenses(including translations,secretarial assistance, etc.)	2,935.

Elem. 16/c

FILED

Picard Advertising inc.

1955

505 PARK AVENUE • NEW YORK 22, N. Y.

REGISTRATION No.

529

Registration Section
DEPARTMENT OF JUSTICE

TEMPLETON 8-3884

To: Official Belgian Tourist Bureau
720-5th Avenue
New York, New York

Invoice No. 4591
Date: April 30, 1954
Date Due: May 10, 1954

AD NO.	PUBLICATION	SPACE	DATE				
P-4-001	Belgian Trade Review	2nd Cover-2 col-	May	\$165	00	165	00
						- 2.81	
						<u>\$162.19</u>	

Discount 2.81

OK FOR PAYMENT
OETS budget
ORIGINAL SIGNED BY

[Handwritten signature]

[Handwritten initials]

Picard Advertising inc.

505 PARK AVE. : NEW YORK 22, N. Y.

TEMPLETON 8-3884

To: Official Belgian Tourist Bureau
720 - 5th Avenue
New York, N.Y.

Invoice No. 4591
Date: April 20, 1964
Date Due: April 30, 1964

PRODUCTION CHARGES:

1 Blacked electro for Social Spectator - 1/2 page
ad for March 1964 issue.

15 68

4% N.Y. City Sales Tax

63

16 31

OK FOR PAYMENT
OF TO budget *line #1*

P.A. DeMaereel

Picard Advertising inc.

505 PARK AVE. : NEW YORK 22, N. Y.

TEMPLETON 8-3884

To: Official Belgian Tourist Bureau
720 - 5th Avenue
New York, N.Y.

Invoice No. 4592
Date: May 13, 1964
Date Due: May 23, 1964

Job No.
P3-121

PRODUCTION CHARGES: "Angel Musicians (Van Eyck)"
Cuts for The Art Gallery - January

16 00

16 00

OK FOR PAYMENT
ONTB budget *line #1*

ORIGINAL SIGNED BY

P. A. J. Moore
P.A. Moore

Picard Advertising inc.

505 PARK AVE. : NEW YORK 22, N. Y.

TEMPLETON 8-3884

To: Official Belgian Tourist Bureau
720-5th Avenue
New York, New York

Invoice No. 4594
Date: June 30, 1964
Date Due: July 10, 1964

PUBLICATION	SPACE	DATE	\$165	00	\$165	00
Belgian Trade Review	2nd Cover-2 color	July			$\begin{array}{r} 165.00 \\ - 2.81 \\ \hline 162.19 \end{array}$	
			<p>765 16 TEI) in May</p>		<p>19.50</p>	
<p>OK FOR PAYMENT OBTE budget line #1</p>			<p>ORIGINAL SIGNED I</p>			
<p><i>R. A. DeMaersel</i></p>						
<p>Discount 2.81</p>						

Picard Advertising inc.

505 PARK AVE. : NEW YORK 22, N. Y.

TEMPLETON 8-3884

To: Official Belgian Tourist Bureau
720 Fifth Avenue
New York, 19, N.Y.

Invoice No. 1010
Date: July 31, 1964
Date Due: August 10, 1964

AD NO.	PUBLICATION	SPACE	DATE		
4-001	Nat'l Belgian-American Kernis Commemorative Book	-Back Cover 2-color	August	\$588	25
4-001	Belgian Trade Review	-2nd Cover	August	165	00
				\$753	25

OK FOR
OBTB
Almanac
budget *line #1*

W.A. D'vaerel

Discount-2.61

Aug. 16/64 end.

Picard Advertising inc.

505 PARK AVE. : NEW YORK 22, N. Y.

TEMPLETON 8-3884

To: Official Belgian Tourist Bureau
720 Fifth Avenue
New York, N.Y.

Invoice No. 1610
Date: September 1, 1964
Date Due: September 10, 1964

<u>PUBLICATION</u>	<u>SPACE</u>	<u>DATE</u>		
Travel Europe	1 page	August	390	00
Production cost, including composition and mechanical billed at cost			30	00
Travel Europe	1 page	Sept.	390	00
Belgian Trade Review	2nd Cover-2 color	Sept.	165	00
			975	00

OK FOR PAYMENT
OBTB budget *line #1*

Original signed
by

PETER A. DE MAEREL
P.A. DeMaarel

~~Discount 10.07~~

Ec. int.



Offer Offset Corp.

OFFSET PRINTING and COMPLETE DIRECT MAIL SERVICE
111 Eighth Avenue • New York 11, N.Y. • ALgonquin 5-2761

TO: Official Belgian Tourist Bureau
720 5th Avenue
New York, N.Y.

DATE: April 30, 1964

YOUR ORDER NO.

Attn: Mr. P. A. De Maerel

INVOICE NO. 27540/22391

TERMS: NET 10 days

THE AMOUNT OF THIS INVOICE LARGELY COVERS LABOR, THEREFORE NO CASH DISCOUNT CAN BE ALLOWED.

1000 copies OBTE # 8/64 type set composition layout
& litho on News From Belgium letterheads

55 00*

715 #10 envelopes addressographed QL, QS, BO, ETC,
BL, & RPS lists

5 00*

715 OBTE folded enclosed in #10 envelopes seal
meter mail 3rd class

15 00

75 00

2 40

*city sales tax
postage 713 x .04 28.52
2 x .05 .10

28 62

CK FOR PAYMENT
OBTE budget line #2
ORIGINAL SIGNED BY

106 02

P. A. De Maerel
P.A. DeMaerel

B offer Offset Corp.

OFFSET PRINTING and COMPLETE DIRECT MAIL SERVICE
111 Eighth Avenue • New York 11, N. Y. • ALgonquin 5-2781

TO: Official Belgian Tourist Bureau
720 5th Avenue
New York, N.Y.

Attn: Miss Helen Kahn

DATE: April 30, 1964

YOUR ORDER NO.

INVOICE NO. 27533/X22285

TERMS: NET 10 days

THE AMOUNT OF THIS INVOICE LARGELY COVERS LABOR, THEREFORE NO CASH DISCOUNT CAN BE ALLOWED.

April 1964 Publicity Material Distribution

12 Requisition sheets for April 1964 shipments of various quantities of Reviews folders maps Hotel Guides etc wrapped in as indicated on distribution sheets -- labels pasted mailed Parcel Post R E A and/or trucking as required Receiving opening cartons and storage of distribution and advertising material stocking shelves and maintaining inventory

Parcel Post
Trucking
R E A

city sales tax
132.26
52.00
3.36 PAYMENT
OPTB budget
ORIGINAL

302	50
12	10
187	62
502	22

[Handwritten Signature]
P.A. DeMaessene

BO offer Offset Corp.

OFFSET PRINTING and COMPLETE DIRECT MAIL SERVICE
111 Eighth Avenue • New York 11, N.Y. • ALgonquin 5-2781

to Official Belgian Tourist Bureau
720 5th Avenue
New York, N.Y.

DATE: April 30, 1964

YOUR ORDER NO.

Attn: Mr. P.A. De Maere

INVOICE NO 27520/22053

TERMS: NET 10 days

THE AMOUNT OF THIS INVOICE LARGELY COVERS LABOR, THEREFORE NO CASH DISCOUNT CAN BE ALLOWED.

OBTB #7/64 PDM Louvain, Aarschot, Diest

2 pages 2000 copies OBTB 7/64 type set AAs
composition complete reset, layout & litho on
News from Belgium letterheads & Plain stock
collate staple & fold
1978 #10 envelope addressographed QL QS BO ETC BL
RPS CGB & A List
1978 OBTB 7/64 enclosed in envelope 1 each seal
meter mail 3rd class

252 00

10 00

35 00

297 00

10 48

79 19

386 67

postage 1971 x 4
7 x 5

city sales tax 78.84
OK FOR PAYMENT
.35 OBTB budget

ORIGINAL SIGNED BY

P.A. De Maere
P.A. De Maere

Boffer Offset Corp.

OFFSET PRINTING and COMPLETE DIRECT MAIL SERVICE
 111 Eighth Avenue • New York 11, N. Y. • ALgonquin 5-8781

TO: Official Belgian Tourist Bureau
 720 5th Avenue
 New York, N.Y.

DATE: April 30, 1964

DATE:

YOUR ORDER NO.

Attn: Miss H. Kahn

INVOICE NO. 27534/22270

THE AMOUNT OF THIS INVOICE LARGELY COVERS LABOR, THEREFORE NO CASH DISCOUNT CAN BE ALLOWED.

TERMS: NET 10 days

5906	9x12 envelopes addressed from mail requests during March & April 1964	177	18
5906	5 inserts - 4 folders & compliments card enclosed in 6x9 envelope clapp meter mail 3rd class	265	77

city sales tax
 postage 5906 x .08

442	95
7	09
472	48

922	52
-----	----

CX FOR PAYMENT
 OETD budget line #2

U.S. MAIL PERMIT NO. 1000 NEW YORK, N.Y.

BOffer Offset Corp.

OFFSET PRINTING and COMPLETE DIRECT MAIL SERVICE
111 Eighth Avenue • New York 11, N. Y. • ALgonquin 5-2781

TO: Official Belgium Tourist Bureau
720 Fifth Ave.
New York, N. Y.

DATE: 5/6/64

YOUR ORDER NO.

INVOICE NO. 120/22381

Attn: Helen Kahn

TERMS: NET 10 days

THE AMOUNT OF THIS INVOICE LARGELY COVERS LABOR, THEREFORE NO CASH DISCOUNT CAN BE ALLOWED.

(NINE PROVINCE NEWS BULLETIN)
35 pages 200 copies each Litho-Multilith on
your News from Belgium letterheads & plain
yellow stock 8½ X 14
9 sets collate & staple

211	75
8	47

220	22
-----	----

OK FOR PAYMENT
OFIS Budget

line #2

[Signature]
P.A. DeGand

Boffer Offset Corp.

OFFSET PRINTING and COMPLETE DIRECT MAIL SERVICE
111 Eighth Avenue • New York 11, N. Y. • ALgonquin 5-2781

TO: Official Belgian Tourist Bureau
720 Fifth Avenue
New York, N. Y.

DATE: May 21/64

YOUR ORDER NO.

Att: Helen Kahn

INVOICE NO. 206/59

THE AMOUNT OF THIS INVOICE LARGELY COVERS LABOR, THEREFORE NO CASH DISCOUNT CAN BE ALLOWED. TERMS: NET 10 days

DISTRIBUTION OF FOLLOWING FOLDERS

Concise Guide Antwerp Air City	
Plan of Antwerp	
Mechelen	
Picture Review of Belgium	
Walking Tour of Brussels	
60 Misc. lots various quantities above folders	
wrapped in quantities indicated mailed Parcel P.	
	55 00
	2 20
	74 55
	<hr/>
	131 75

55 00
2 20
74 55
<hr/>
131 75

OK FOR PAYMENT
of budget *line #2*

ORIGINAL SIGNED BY

[Signature]
P. A. De Maereel

BOffer Offset Corp.

OFFSET PRINTING and COMPLETE DIRECT MAIL SERVICE
 111 Eighth Avenue • New York 11, N. Y. • ALgonquin 5-8781

TO: Official Belgian Tourist Bureau
 720 Fifth Avenue
 New York, N.Y.

DATE: May 27/64

YOUR ORDER NO.

Att: Helen Kahn

INVOICE NO. 233/27

THE AMOUNT OF THIS INVOICE LARGELY COVERS LABOR. THEREFORE NO CASH DISCOUNT CAN BE ALLOWED.

TERMS: NET 10 days

MAY PAN MAIL

3482 6 x 9 envelopes addressed from mail requests

104 46*

3482 5 inserts - 4 folders 1 compliment card enclosed in 6 x 9 envelope clasp meter mail 3rd class

156 69

261 15

4 18

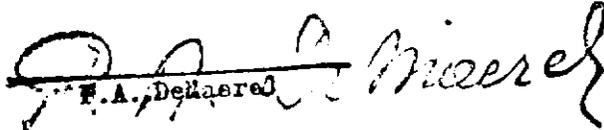
278 56

543 89

*est.
 Postage 3482 x .08

OK FOR PAYMENT
 OTTB BUREAU

ORIGINAL SIGNED BY

Fine #2

 F.A. DeLaere

Boffer Offset Corp.

OFFSET PRINTING and COMPLETE DIRECT MAIL SERVICE
111 Eighth Avenue • New York 11, N. Y. • ALgonquin 5-2781

to: Official Belgium Tourist Bureau
720 Fifth Avenue
New York, N.Y.

DATE: May 29/64

YOUR ORDER NO.

Att: Miss Helen Kahn

INVOICE NO 257/135

THE AMOUNT OF THIS INVOICE LARGELY COVERS LABOR, THEREFORE NO CASH DISCOUNT CAN BE ALLOWED.

TERMS: NET 10 days

MAY 1964 PUBLICITY MATERIAL DISTRIBUTION

6 Requisition sheets for May 1964 shipments of various quantities of Posters, folders, brochures, envelopes etc. wrapped in quantities indicated on distribution sheets - Labels pasted, mailed Parcel Post REA and/or our delivery as required

Receiving opening cartons and storage of distribution and advertising material, stocking shelves and maintaining inventory

Parcel Post	46.24	est.
REA	<u>10.95</u>	
OK FOR PAYMENT		
OBTB budget line #2		
ORIGINAL SIGNED BY		

210	00
8	40
<u>57</u>	<u>19</u>
275	59

J. A. [Signature]
P. S. Decker

BOffer Offset Corp.

OFFSET PRINTING and COMPLETE DIRECT MAIL SERVICE
111 Eighth Avenue • New York 11, N. Y. • ALgonquin 5-2761

TO: Official Belgian Tourist Bureau
720 Fifth Avenue
New York, N. Y.

DATE: June 9/64

YOUR ORDER NO.

Att: Mr. De Maerel

INVOICE NO. 310/52

TERMS: NET 10 days

THE AMOUNT OF THIS INVOICE LARGELY COVERS LABOR, THEREFORE NO CASH DISCOUNT CAN BE ALLOWED.

3 pages 3300 copies each type set comp. layout HA and litho. OBTB #9-64 PDM - 2 pages
OBTB #10-64 PDM 1 page - first page News from Belgium letterhead - collate and staple 2 pages
2337 #10 envelopes addressographed QL, QS, ETC, SR, BL, Press Release A and ERR lists
2337 OBTB 9/64 and 10/64 folded enclosed in #10 envelope sealed, metered, mailed third class

249 50*

15 00*

55 00

319 50

10 58

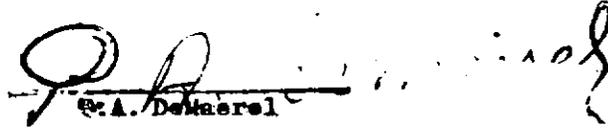
1 each - BO 5 copies each
RPS 10 copies each

Postage 2217 x .14 88.68
119 x .06 7.14
1 x .08 .08

95 90

425 98

OK FOR PAYMENT
OBTB Budget line #2
ORIGINAL SIGNED BY


G.A. De Maerel

Boffer Offset Corp.

OFFSET PRINTING and COMPLETE DIRECT MAIL SERVICE
111 Eighth Avenue • New York 11, N. Y. • ALgonquin 5-2761

TO: Official Belgian Tourist Bureau
720 Fifth Avenue
New York, N. Y.

DATE: June 5/64

YOUR ORDER NO.

Att: Helen Kahn

INVOICE NO. 298/180

TERMS: NET 10 days

THE AMOUNT OF THIS INVOICE LARGELY COVERS LABOR, THEREFORE NO CASH DISCOUNT CAN BE ALLOWED.

20,000 second sheets for OBTB Bulletins

est.

82	00
3	28
<u>85</u>	<u>28</u>

OK FOR PAYMENT
OBTB budget

pin #2

P. A. DeMaere

B offer Offset Corp.

OFFSET PRINTING and COMPLETE DIRECT MAIL SERVICE
111 Eighth Avenue • New York 11, N. Y. • ALgonquin 5-8781

TO: Official Belgian Tourist Bureau
720 Fifth Avenue
New York, N.Y.

DATE: June 3/64

YOUR ORDER NO.

INVOICE NO. 274/22341

Att: Helen Kahn

TERMS: NET 10 days

THE AMOUNT OF THIS INVOICE LARGELY COVERS LABOR, THEREFORE NO CASH DISCOUNT CAN BE ALLOWED.

60 labels addressographed CHB - COB - RPS
60 Misc. lots various quantities OBTB #5/64
wrapped and shipped in quantities indicated
mailed Parcel Post

est.
Postage

55	00
1	65
25	20
81	85

OK FOR PAYMENT
OBTB budget *line #2*

P. A. Peckaeral
~~P. A. Peckaeral~~ *Moersch*

BOffer Offset Corp.

OFFSET PRINTING and COMPLETE DIRECT MAIL SERVICE
 111 Eighth Avenue • New York 11, N.Y. • ALgonquin 5-2761

TO: Sabena Belgian World Airlines
 720 Fifth Avenue
 New York, N. Y.

DATE: June 16/64

YOUR ORDER NO.

Att: Helen Kahn

INVOICE NO. 350/149

THE AMOUNT OF THIS INVOICE LARGELY COVERS LABOR, THEREFORE NO CASH DISCOUNT CAN BE ALLOWED.

TERMS: NET 10 days

21 FOLDER DISTRIBUTION

33 Miso. lots various quantities 21 folders distributed as per quantities listed on distribution sheets mailed Parcel Post and shipped Via Railway Express as required

Parcel Post	83.15
Railway Express	<u>153.26</u>

165 00

236 41

401 41

OK FOR PAYMENT
 CBTE budget line #2
 ORIGINAL SIGNED BY

P. A. DeMaestri
 P. A. DeMaestri

Boffer Offset Corp.

OFFSET PRINTING and COMPLETE DIRECT MAIL SERVICE
111 Eighth Avenue • New York 11, N. Y. • ALgonquin 5-2781

TO: Official Belgium Tourist Bureau
720 Fifth Ave.
New York, N. Y.

DATE: 6/23/64

YOUR ORDER NO.

Attn: Helen Kahn

INVOICE NO. 398/143

TERMS: NET 10 days

THE AMOUNT OF THIS INVOICE LARGELY COVERS LABOR. THEREFORE NO CASH DISCOUNT CAN BE ALLOWED.

OBTB #11 & 12/64 PDM

6700 copies OBTB #11/64 PDM type set composition layout & multilith on News From Belgium letterheads 8 1/2 X 14

6700 copies 4 pages each OBTB #12/64 PDM type set composition layout & multilith on your NEWS FROM BELGIUM letterheads & plain stock 8 1/2 X 14 Collate & Staple

6000 News From Belgium Letterheads Printed Red Ink

5690 #10 envelopes Addressographed O, QL, QS, Etc., PRP, EL & A List

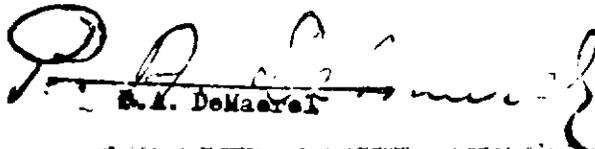
5690 OBTB #11/64 & OBTB #12/64 hand folded enclosed in #10 envelope-Quantities in 6 X 9 envelope Seal Meter Mail 3rd Class

506	25
30	00
30	00
298	00
804	25
22	65
237	24

1124 14

OK FOR PAYMENT
OBTB budget line #2
ORIGINAL SIGNED BY

C&T
Postage


R. A. DeMaere

BOffer Offset Corp.

OFFSET PRINTING and COMPLETE DIRECT MAIL SERVICE
 111 Eighth Avenue • New York 11, N. Y. • ALgonquin 5-2781

TO: Official Belgian Tourist Bureau
 720 Fifth Ave.
 New York, N. Y. 10019

DATE: 7/8/64

YOUR ORDER NO.

Attn: Mr. Peter De Maere

INVOICE NO. 475/280

THE AMOUNT OF THIS INVOICE LARGELY COVERS LABOR, THEREFORE NO CASH DISCOUNT CAN BE ALLOWED.

TERMS: NET 10 days

OBTB #13/64 PDM First Railway

2 pages 3300 copies each type set composition, layout & multilith on News From Belgian letterhead & plain stock for second sheet-Collate & staple

181 00

2354 #10 envelopes addressographed QL, QS, Etc., BL, SR, A, ERR lists

15 00

2233 2 pages of OTB #13/64 folded, enclosed in #10 envelopes (1 each) Seal Meter Mail 3rd Class

121 Miscellaneous lots various quantities OTB folded, enclosed in #10 envelopes Seal Meter Mail 3rd Class (5x10) enclosures-100 copies to Mrs. de Bary 100 copies to H. Kahn

64 88

OK FOR E...

OBTB budget

line #2

260 88

CST

Postage

7 84

97 22

365 94

P.A. DeMaere

B offer Offset Corp.

OFFSET PRINTING and COMPLETE DIRECT MAIL SERVICE
111 Eighth Avenue • New York 11, N. Y. • ALgonquin 5-2781

TO: OFFICIAL BELGIAN TOURIST BUREAU
720 FIFTH AVENUE
NEW YORK, N.Y. 10020

ATTN: HELEN KAHN

DATE: JUNE 30, 1964

YOUR ORDER NO.

INVOICE NO. 442/309

TERMS: NET 10 days

THE AMOUNT OF THIS INVOICE LARGELY COVERS LABOR, THEREFORE NO CASH DISCOUNT CAN BE ALLOWED.

30,000 second sheets for OBTB Bulletins

est

124 00

4 98

128 98

(CORRECTED INVOICE)

OK FOR PAYMENT
OBTB Budget line #2

~~_____~~
R.A. DeMaere

BOffer Offset Corp.

OFFSET PRINTING and COMPLETE DIRECT MAIL SERVICE
111 Eighth Avenue • New York 11, N. Y. • ALgonquin 5-8781

TO:

Official Belgian Tourist Bureau
720 Fifth Ave.
New York, N. Y.

DATE:

7/1/64

YOUR ORDER NO.

INVOICE NO.

443/300

Attn: Helen Kahn

TERMS: NET

10 days

THE AMOUNT OF THIS INVOICE LARGELY COVERS LABOR, THEREFORE NO CASH DISCOUNT CAN BE ALLOWED.

June 1964 Fan Mail

3347 6 X 9 Envelopes addressed from mail requests

100 41

3347 5 Inserts-4 folders-1 complement card enclosed in
6 X 9 envelope-clasp meter mail 3rd class

150 62

251 03

4 02

Postage 33.47 X 8

CUT

267 75

522 81

OK FOR PAID
OBTB budget

line #2

original signed
by

~~PETER DE MAEST~~

BOffer Offset Corp.

OFFSET PRINTING and COMPLETE DIRECT MAIL SERVICE
 111 Eighth Avenue • New York 11, N. Y. • ALgonquin 5-2781

TO: Official Belgian Tourist Bureau
 720 Fifth Avenue
 New York, N. Y. 10019

DATE: 7/28/64

YOUR ORDER NO.

Attn: Mr. P. A. De Maerel

INVOICE NO. 579/393

TERMS: NET 10 days

THE AMOUNT OF THIS INVOICE LARGELY COVERS LABOR. THEREFORE NO CASH DISCOUNT CAN BE ALLOWED.

OBTB #14/64 PDM Belgium's Festival

3 pages 2500 copies each type set composition layout
 Author's Alterations & multilith on News From Belgium
 letterhead & plain stock 8 1/2 X 14
 Collate & staple & fold
 1661 #10 envelopes addressographed
 1661 OBTB 14/64 folded enclosed in #10 envelope
 Seal Meter Mail first class

264 00

10 00

50 50

324 50

10 96

88 50

423 96

GET FOR PAYMENT CST
 (CORRECTED INVOICE) OBTB budget Postage

Original signed

by

~~PETER A. DE MAEREL~~
 P. A. De Maerel

line #2

BOffer Offset Corp.

OFFSET PRINTING and COMPLETE DIRECT MAIL SERVICE
111 Eighth Avenue • New York 11, N. Y. • ALgonquin 5-8781

TO: Official Belgium Tourist Bureau
720 Fifth Avenue
New York, N. Y.

DATE: July 29, 1964

YOUR ORDER NO.

Att: Mr. Peter A. DeMaereel

INVOICE NO. 583/432

THE AMOUNT OF THIS INVOICE LARGELY COVERS LABOR, THEREFORE NO CASH DISCOUNT CAN BE ALLOWED.

TERMS: NET 10 days

20,000 sheets supplied for OEBB Bulletins

84 00

CST

3 36

87 36

PAID NOT PAYOR
DETB 12-1-64

line #2

Original signed
by
PETER A. DEMAREEL

Offer Offset Corp.

OFFSET PRINTING and COMPLETE DIRECT MAIL SERVICE
 111 Eighth Avenue • New York 11, N. Y. • ALgonquin 5-2761

TO: Official Belgian Tourist Bureau
 720 Fifth Avenue
 New York, N. Y.

DATE: July 30/64

YOUR ORDER NO.

Att: Helen Kahn

INVOICE NO. 599/394

TERMS: NET 10 days

THE AMOUNT OF THIS INVOICE LARGELY COVERS LABOR, THEREFORE NO CASH DISCOUNT CAN BE ALLOWED.

FAN MAIL REQUEST JULY 1964

446 6 x 9 envelopes addressed from mail requests

13 38*

446 5 Inserts - 4 folders and 1 compliment card enclosed
 in 6 x 9 envelope clasp, meter, mail

20 07

33 45

*est.

Postage 446 x .08

35 54

69 68

69 67

NE NOT PAYMA.
 OBTB Belg.

line #2

Original signed
 by

PETER A. DE MAERET

JO offer Offset Corp.

OFFSET PRINTING and COMPLETE DIRECT MAIL SERVICE
111 Eighth Avenue • New York 11, N. Y. • ALgonquin 5-8781

TO: Official Belgium Tourist Bureau
720 Fifth Avenue
New York, N. Y.

DATE: Aug. 6/64

YOUR ORDER NO.

Att: Mr. Peter DeMaerel

INVOICE NO. 647/433

TERMS: NET 10 days

THE AMOUNT OF THIS INVOICE LARGELY COVERS LABOR, THEREFORE NO CASH DISCOUNT CAN BE ALLOWED.

OBTB 15/64 GHENT'S NEW ATTRACTION

2700 Copies OBTB 15/64 type set comp. layout and
 litho on News from Belgium letterhead
 1995 #10 envelopes addressographed
 1995 Copies OBTB folded enclosed in envelope, seal
 meter, mail first class on 8/5/64
 10 copies to each name on RPS list
 5 copies to each name on CGB and CHB
 100 unfolded to Mrs. De Bary
 100 " to Helen Kahn

67	25*
10	00*

37	50
114	75
3	09
104	77
222	61

OK FOR PAYMENT *est.*
 Postage OBTB budget *Jim H. v*

P.A. DeMaerel

Offer Offset Corp.

OFFSET PRINTING and COMPLETE DIRECT MAIL SERVICE
 111 Eighth Avenue • New York 11, N. Y. • ALgonquin 5-2781

TO: Official Belgium Tourist Bureau
 720 Fifth Avenue
 New York, N. Y.

DATE: July 31, 1964

YOUR ORDER NO.

Att: Helen Kahn

INVOICE NO. 607/136

TERMS: NET 10 days

THE AMOUNT OF THIS INVOICE LARGELY COVERS LABOR. THEREFORE NO CASH DISCOUNT CAN BE ALLOWED.

JUNE AND JULY PUBLICITY MATERIAL DISTRIBUTION

11 Requisitions Sheets for June and July, 1964 for
 Shipment of various quantities, posters, folders,
 brochures, etc. wrapped in quantities indicated
 on distribution sheets
 Labels pasted and mailed parcel post and/or our
 delivery as required
 Receiving, opening cartons and storage of distribution
 and advertising material, stocking shelves and
 maintaining inventory

240 00

CST 9 60

OK FOR PAYMENT
 OBTB budget

line #2

41.92-P.P.

25.00-Trucking

66 92

316 52

P.A. DeMaerel

B offer Offset Corp.

OFFSET PRINTING and COMPLETE DIRECT MAIL SERVICE
 111 Eighth Avenue • New York 11, N.Y. • ALgonquin 5-2781

TO: Official Belgian Tourist Bureau
 720 Fifth Avenue
 New York, N. Y.

Att: Helen Kahn

DATE: Sept. 2, 1964

YOUR ORDER NO.

INVOICE NO. 769/601

TERMS: NET 10 days

THE AMOUNT OF THIS INVOICE LARGELY COVERS LABOR. THEREFORE NO CASH DISCOUNT CAN BE ALLOWED.

RE: 1964 AUGUST PUBLICITY MATERIAL DISTRIBUTION

Requisition Sheets for August 1964 for shipment of various quantities, posters, pocket guides, maps, folders, etc., wrapped in quantities indicated on distribution sheets - Labels posted and mailed Parcel Post and trucking as required

Receiving, opening cartons and storage of distribution and advertising material, stocking shelves and maintaining inventory

OK FOR PAYMENT
 OBTB budget *line #2*

Original signed
 by

PETER A. DE MAEREL
 P.A. DeMaerel

	215 00
	8 60
-Parcel Post -20.38	
-Trucking -10.59	30 97
	554 57

554 57

B offer Offset Corp.

OFFSET PRINTING and COMPLETE DIRECT MAIL SERVICE
111 Eighth Avenue • New York 11, N.Y. • ALgonquin 5-8761

TO: Official Belgium Tourist Bureau
720 Fifth Avenue
New York, N. Y.

Att: H. Kahn

DATE: Sept. 2, 1964

YOUR ORDER NO.

INVOICE NO. 760/474

TERMS: NET 10 days

THE AMOUNT OF THIS INVOICE LARGELY COVERS LABOR. THEREFORE NO CASH DISCOUNT CAN BE ALLOWED.

RE: FAN MAIL REQUESTS AUGUST 1964

653 6 x 9 envelopes addressed from mail request
653 5 Inserts - 4 folders and one compliment card enclosed in 6 x 9 envelope clasp meter-mail 3rd class

19 59 *

29 39

48 98

74 36

124 12

OK FOR PAYMENT
OBTB budget *line #2* Postage 653 x 12

Original signed
by

PETER A. DE MAEREL

F.A. DeMaerel

Boffer Offset Corp.

OFFSET PRINTING and COMPLETE DIRECT MAIL SERVICE
111 Eighth Avenue • New York 11, N. Y. • ALgonquin 5-2761

TO: OFFICIAL BELGIAN TOURIST BUREAU
720 Fifth Avenue
New York, N. Y. 10019

DATE: 9/10/64

YOUR ORDER NO.

Att: Miss Helen Kahn

INVOICE NO. 796/622

THE AMOUNT OF THIS INVOICE LARGELY COVERS LABOR, THEREFORE NO CASH DISCOUNT CAN BE ALLOWED. TERMS: NET

20 Miscellaneous lots - Various quantities - Pocket Guides-Maps-Atomium-Namur en Belgique-Westende- 64 Festival-Ghent, Hall, Belfry-Ghent, 14 century-Ghent, Audio Visuool-Walmedy Folded, wrapped according to quantities. listed labels - addressographed RPs CGH Chb lists distribution to Mrs. de Bary and Helen Kahn Shipped out of town REA and Parcel Post Express local truck shipments

138 00

OK FOR PAYMENT
OBTB budget

Postage 87.17
REA Express 108.10
Trucking 17.86

213 13

Original signed
by
PETER A. DE MAEREL
P. A. DeMaerel

351 13