Budget Bureau No. 43-R210.6
Approval Expires Oct. 31, 1971

UNITED STATES DEPARTMENT OF JUSTICE
WASHINGTON, D.C. 20530

SUPPLEMENTAL STATEMENT

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

For Six Month Period Ending JUN 17 1968
(Insert date)

Name of Registrant
OFFICIAL BELGIAN TOURIST BUREAU

Registration No. 529

Business Address of Registrant
720 Fifth Avenue, New York, N.Y. 10019

I - REGISTRANT

1. Has there been a change in the information previously furnished in connection with the following:

(a) If an individual:

(1) Residence address	Yes ☐	No ☐
(2) Citizenship	Yes ☐	No ☐
(3) Occupation	Yes ☐	No ☐

(b) If an organization:

(1) Name	Yes ☐	No ☒
(2) Ownership or control	Yes ☐	No ☒
(3) Branch offices	Yes ☐	No ☒

2. Explain fully all changes, if any, indicated in Item 1.

IF THE REGISTRANT IS AN INDIVIDUAL, OMIT RESPONSE TO ITEMS 3, 4, and 5.

3. Have any persons ceased acting as partners, officers, directors or similar officials of the registrant during this 6 month reporting period? Yes ☐ No ☒

If yes, furnish the following information:

Name	*Position*	*Date Connection Ended*

4. Have any persons become partners, officers, directors or similar officials during this 6 month reporting period?
Yes ☐ No ☒

If yes, furnish the following information:

Name	*Residence Address*	*Citizenship*	*Position*	*Date Assumed*

5. Has any person named in Item 4 rendered services directly in furtherance of the interests of any foreign principal? Yes ☐ No ☒

If yes, identify each such person and describe his services.

6. Have any employees or individuals other than officials, who have filed a short form registration statement, terminated their employment or connection with the registrant during this 6 month reporting period?
Yes ☐ No ☒

If yes, furnish the following information:

Name	*Position or connection*	*Date terminated*

7. During this 6 month reporting period, have any persons been hired as employees or in any other capacity by the registrant who rendered services to the registrant directly in furtherance of the interests of any foreign principal in other than a clerical or secretarial, or in a related or similar capacity?
Yes ☐ No ☒

If yes, furnish the following information:

Name	*Residence Address*	*Position or connection*	*Date connection began*

II - FOREIGN PRINCIPAL

8. Has your connection with any foreign principal ended during this 6 month reporting period?
Yes [ ] No [X]

If yes, furnish the following information:

Name of foreign principal *Date of Termination*

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9. Have you acquired any new foreign principal[1] during this 6 month reporting period? Yes [ ] No [XX]

If yes, furnish following information:

Name and address of foreign principal *Date acquired*

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10. In addition to those named in Items 8 and 9, if any, list the foreign principals[1] whom you continued to represent during the 6 month reporting period.

-Ministry of Transport, Brussels, Belgium
-Commissariat Général au Tourisme, Brussels, Belgium

III - ACTIVITIES

11. During this 6 month reporting period, have you engaged in any activities for or rendered any services to any foreign principal named in Items 8, 9 and 10 of this statement? Yes [X] No [ ]

If yes, identify each such foreign principal and describe in full detail your activities and services:

On behalf of both: dissemination by mail, phone and verbally of information concerning travel to and in Belgium. Distribution of new printed matter is indicated on the attached list (Attachment #1). Exhibits are being forwarded to you separately. Said material is shown below together with the respective quantities made available:

"News from Belgium" bulletins #1-16/68 (Quantity depends on subject.)
1,200 brochures "Conventions in Belgium" (#4/1967; #1/1968)
~~5,000 reprints from "Social Spectator" Aug.~~
10,750 Belgium-Hotels 1968 (hotel guide)
1,000 folders "Tongeren"
1,000 " "De Motten/Tongeren"
1,000 " "Musea Tongeren"
100 flyers "Tongres, the oldest town in Belgium"
6,000 brochures "Brussels...1968" (hotels)
1,800 folders "Grottoes of Jan"
100 folders "Annevoie"
1,600 folders "Middelkerke"
3,050 brochures "Ghent, Vade Mecum-1968"
5,000 brochures "Belgium, a Pocket Guide to Belgian Art & Tourism"
12,740 folders "Belgium: Tourist Map"
14,400 brochures "Bruges/Zeebrugge"
200 folders "Brugge/Bruges" (lace)
1,600 folders "Brugge/Zeebrugge 1968" (hotel
200 brochures "A Key to Brussels"
2,000 brochures "See Belgium by Train-1968
400 "Belgian Railroad Guide (May 26 1968-May 31, 1969)
9,200 folders "Liège"
2,000 folders "Knokke-Zoute"

700 small posters: SPA
5,000 " " : BLANKENBERGE

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[1] The term "foreign principal" includes, in addition to those defined in section 1(b) of the Act, an individual or organization any of whose activities are directly or indirectly supervised, directed, controlled, financed, or subsidized in whole or in major part by a foreign government, foreign political party, foreign organization or foreign individual. (See Rule 100(a)(9)).

A registrant who represents more than one foreign principal is required to list in the statements he files under the Act only those foreign principals for whom he is not entitled to claim exemption under Section 3 of the Act. (See Rule 208.)

12. During this 6 month reporting period, have you on behalf of any foreign principal engaged in political activity[2] as defined below?

Yes ☐ No ☒

If yes, identify each such foreign principal and describe in full detail all such political activity, indicating, among other things, the relations, interests and policies sought to be influenced and the means employed to achieve this purpose. If the registrant arranged, sponsored or delivered speeches, lectures or radio and TV broadcasts, give details as to dates, places of delivery, names of speakers and subject matter.

13. In addition to the above described activities, if any, have you engaged in activity on your own behalf which benefits any or all of your foreign principals?

Yes ☐ No ☒

If yes, describe fully.

[2] The term "political activities" means the dissemination of political propaganda and any other activity which the person engaging therein believes will, or which he intends to, prevail upon, indoctrinate, convert, induce, persuade, or in any other way influence any agency or official of the Government of the United States or any section of the public within the United States with reference to formulating, adopting, or changing the domestic or foreign policies of the United States or with reference to the political or public interests, policies, or relations of a government of a foreign country or a foreign political party.

IV - FINANCIAL INFORMATION

14. (a) RECEIPTS - MONIES

During this 6 month reporting period, have you received from any foreign principal named in Items 8, 9 and 10 of this statement, or from any other source, for or in the interests of any such foreign principal, any contributions, income or money either as compensation or otherwise?

Yes [x] No [ ]

If yes, set forth below in the required detail and separately for each foreign principal an account of such monies.[3]

Date	*From Whom*	*Purpose*	*Amount*

Functioning of the tourist office is combined with that of Sabena Belgian World Airlines. Drawing against an amount allotted annually for advertising and publicity (for 1968:$74,000), the following expenditures were made for this period and debited to the Commissariat Général au Tourisme, Brussels, Belgium on these dates:

$7,257.39	Jan.9, 1968
4,910.45	Feb.16
5,163.53	March 14
6,324.22	Apr.17
4,552.40	May 15
$28,207.99	

Total $28,207.99

14. (b) RECEIPTS - THINGS OF VALUE

During this 6 month reporting period, have you received any thing of value[4] other than money from any foreign principal named in Items 8, 9 and 10 of this statement, or from any other source, for or in the interests of any such foreign principal?

Yes [ ] No [X]

If yes, furnish the following information:

Name of foreign principal	*Date Received*	*Description of thing of value*	*Purpose*

[3] A registrant is required to file an Exhibit D if he collects or receives contributions, loans, money, or other things of value for a foreign principal, as part of a fund raising campaign. See Rule 201(e).

[4] Things of value include but are not limited to gifts, interest free loans, expense free travel, favored stock purchases, exclusive rights, favored treatment over competitors, "kickbacks," and the like.

15. (a) DISBURSEMENTS - MONIES

During this 6 month reporting period, have you

(1) disbursed or expended monies in connection with activity on behalf of any foreign principal named in Items 8, 9 and 10 of this statement? Yes [X] No [ ]

(2) transmitted monies to any such foreign principal? Yes [ ] No [X]

If yes, set forth below in the required detail and separately for each foreign principal an account of such monies, including monies transmitted, if any, to each foreign principal.

Date	*To Whom*	*Purpose*	*Amount*

for Commissariat Général au Tourisme, Brussels, Belgium:

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 Item 14(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 $520 ($530) monthly paid to Mrs. de Bary of our Information Desk.

2. Our advertising agency (Picard Advertising, Inc.-505 Park Ave., NYC, NY) handles only procurement of space and the mechanical aspects of placing ads. During this period, payments to them amounted to about $4,445 as per copies of invoices herewith. (Enclosures A)

3. Bulletins are mailed and printed matter is distributed by a direct mail service: Boffer Corp., (111 8th Ave., NYC, NY). During this period, payments to them amounted to about $8,096. as per copies of invoices herewith. (Enclosures B)

4. In round figures, other expenditures for this period were approx. as follows:

-purchase of additional publicity material	$6,015
-public relations expenses: entertainment of persons in the travel, tours and affiliated businesses	3,140
-travel&transportation	11
-membership dues	190
-meetings, testimonials	48
-press clippings & photographic services	486
-Customs handling, transportation of publicity material	454
-stationery, office supplies	1,220
-office expenses (including translations, secretarial assistance, etc.)	4,050
	$15,614
+ Item 2 of 15(a) above.	4,445
+ Item 3 of 15(a) above.	8,096
	$28,155

Total $28,155.

15. (b) DISBURSEMENTS – THINGS OF VALUE

During this 6 month reporting period, have you disposed of anything of value[5] other than money in furtherance of or in connection with activities on behalf of any foreign principal named in items 8, 9 and 10 of this statement?

Yes ☐ No ☒

If yes, furnish the following information:

Date disposed	*Name of person to whom given*	*On behalf of what foreign principal*	*Description of thing of value*	*Purpose*

(c) DISBURSEMENTS - POLITICAL CONTRIBUTIONS

During this 6 month reporting period, have you from your own funds and on your own behalf either directly or through any other person, made any contributions of money or other things of value[5] in connection with an election to any political office, or in connection with any primary election, convention, or caucus held to select candidates for political office? Yes ☐ No ☒

If yes, furnish the following information:

Date	*Amount or thing of value*	*Name of political organization*	*Name of candidate*

V - POLITICAL PROPAGANDA

(Section 1(j) of the Act defines "political propaganda" as including any oral, visual, graphic, written, pictorial, or other communication or expression by any person (1) which is reasonably adapted to, or which the person disseminating the same believes will, or which he intends to, prevail upon, indoctrinate, convert, induce, or in any other way influence a recipient or any section of the public within the United States with reference to the political or public interests, policies, or relations of a government of a foreign country or a foreign political party or with reference to the foreign policies of the United States or promote in the United States racial, religious, or social dissensions, or (2) which advocates, advises, instigates, or promotes any racial, social, political, or religious disorder, civil riot, or other conflict involving the use of force or violence in any other American republic or the overthrow of any government or political subdivision of any other American republic by any means involving the use of force or violence.)

16. During this 6 month reporting period, did you prepare, disseminate or cause to be disseminated any political propaganda as defined above? Yes ☐ No ☒

IF YES, RESPOND TO THE REMAINING ITEMS IN THIS SECTION V.

17. Identify each such foreign principal.

[5] Things of value include but are not limited to gifts, interest free loans, expense free travel, favored stock purchases, exclusive rights, favored treatment over competitors, "kickbacks," and the like.

18. During this 6 month reporting period, has any foreign principal established a budget or allocated a specified sum of money to finance your activities in preparing or disseminating political propaganda?
Yes ☐ No ☒

If yes, identify each such foreign principal, specify amount, and indicate for what period of time.

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19. During this 6 month reporting period, did your activities in preparing, disseminating or causing the dissemination of political propaganda include the use of any of the following: -no such activities

☐ Radio or TV broadcasts ☐ Magazine or newspaper articles ☐ Motion picture films ☐ Letters or telegrams
☐ Advertising campaigns ☐ Press releases ☐ Pamphlets or other publications ☐ Lectures or speeches
☐ Other *(specify)* _____

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20. During this 6 month reporting period, did you disseminate or cause to be disseminated political propaganda among any of the following groups: no

☐ Public Officials ☐ Newspapers ☐ Libraries
☐ Legislators ☐ Editors ☐ Educational institutions
☐ Government agencies ☐ Civic groups or associations ☐ Nationality groups
☐ Other *(specify)* _____

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21. What language was used in this political propaganda: ---

☐ English ☐ Other *(specify)* _____

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22. Did you file with the Registration Section, Department of Justice, two copies of each item of political propaganda material disseminated or caused to be disseminated during this 6 month reporting period?
Yes ☐ No ☐ No such items.

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23. Did you label each item of such political propaganda material with the statement required by Section 4(b) of the Act? Yes ☐ No ☐ No such items.

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24. Did you file with the Registration Section, Department of Justice, a Dissemination Report for each item of such political propaganda material as required by Rule 401 under the Act?
Yes ☐ No ☐ No such items.

VI - EXHIBITS AND ATTACHMENTS

Samples of items listed under Question 11 of this Statement are being mailed to you under separate cover.

25. EXHIBITS A AND B

(a) Have you filed for each of the newly acquired foreign principals in Item 9 the following: -none

Exhibit A[6] Yes ☐ No ☐
Exhibit B[7] Yes ☐ No ☐

If no, please attach the required exhibit.

(b) Have there been any changes in the Exhibits A and B previously filed for any foreign principal whom you represented during this six month period? none

Yes ☐ No ☐

If yes, have you filed an amendment to these exhibits? Yes ☐ No ☐

If no, please attach the required amendment.

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[6] The Exhibit A, which is filed on Form DJ-306, sets forth the information required to be disclosed concerning each foreign principal.

[7] The Exhibit B, which is filed on Form DJ-304, sets forth the information concerning the agreement or understanding between the registrant and the foreign principal.

26. EXHIBIT C ---

If you have previously filed an Exhibit C[8], state whether any changes therein have occurred during this 6 month reporting period.

Yes ☐ No ☐

If yes, have you filed an amendment to the Exhibit C? Yes ☐ No ☐

If no, please attach the required amendment.

27. SHORT FORM REGISTRATION STATEMENT

Have short form registration statements been filed by all of the persons named in Items 5 and 7 of the supplemental statement? ---

Yes ☐ No ☐

If no, list names of persons who have not filed the required statement.

The undersigned swear(s) or affirm(s) that he has (they have) read the information set forth in this registration 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 attached Short Form Registration Statement, if any, insofar as such information is not within his (their) personal knowledge.

(Type or print name under each signature)

(Both copies of this statement shall be signed and sworn to before a notary public or other person authorized to administer oaths by the agent, if the registrant is an individual, or by a majority of those partners, officers, directors or persons performing similar functions who are in the United States, if the registrant is an organization.)

P. A. DE MAEREL

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

this 9th day of October, , 19 68

Helen L. Kahn

(Signature of notary or other officer)

[illegible] State of New York
[illegible] County
Certific[illegible] Co
Commiss[illegible] Expires March 30,

My commission expires March 30, , 19 70.

[8] The Exhibit C, for which no printed form is provided, consists of a true copy of the charter, articles of incorporation, association, constitution, and bylaws of a registrant that is an organization. (A waiver of the requirement to file an Exhibit C may be obtained for good cause shown upon written application to the Assistant Attorney General, Internal Security Division, Department of Justice, Washington. D.C. 20530.

GPO 923-000

Attachment #1

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

Items listed under

III - ACTIVITIES (11)
of the Supplemental Statement

are distributed to some or all of the following, depending on quantities available and on the categories for which the various items would be of greatest interest.

DISTRIBUTION: Mailing lists of names in the United States and Canada:

Travel Editors	865
Important U.S. Travel Editors	275
Travel Trade	33
Travel editors of general magazines	154
Columnists	114
Radio & TV commentators	51
Canadian Travel Editors	205
U.S. & Canadian aviation editors	281
Financial editors	81
Aviation trade	29
Important aviation editors	138
Shipping and cargo	130
Women's page editors	549
Important women's page editors	155
Freelance writers	48
Airline personnel	237
General Public Relations	294
Travel Agents	5,740
Libraries	264
Schools	157
Philatelists	189
Belgian Embassy & Consulates	91
European Travel Commission	26
Belgian Colony	265
Tourist Offices (Not in E.T.C.)	24
SABENA offices	36
American firms doing business in Belgium	252
Honorary Consuls of Belgium	20
Consulates General of Belgium	9
European Railroads	9
Conventions (International)	138
Travel agents requesting "News from Belgium"	329
	11,188 TOTAL PLATES

June, 1968

ENCLOSURES "A"

Picard Advertising inc.

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

TEMPLETON 8-3884

To: Official Belgian Tourist Bureau
720 Fifth Avenue
New York, New York
Att: Mr. De Maerel

Invoice No. 1631
Date: December 1, 1957
Date Due: December 10, 19

PUBLICATION	SPACE	DATE		
Travel Europe	1 page-2 color	Dec.	$370	00
Belgian Trade Review	1 page-2 color	Dec.	165	00
Social Spectator	6 - 1/2 pages	1957	940	00
			$1,475	00
			- 9.	10
			$1,465	90

Discount 9.10

Picard Advertising inc.

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

TEMPLETON 8-3684

To: Official Belgian Tourist Bureau
[illegible] Fifth Avenue
New York, New York

Invoice No. [illegible]
Date: January 1, [illegible]
Date Due: January [illegible], [illegible]

PUBLIC [illegible]	SPACE	DATE		
Belgian Trade review	1 page-2 color	Jan./Feb	$ 190	00
			- 3	23
			$180	77

Line # 1

Discount 3.23

Picard Advertising inc.

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

TEMPLETON 8-3884

To: Official Belgian Tourist Bureau
[illegible] Fifth Avenue
New York, New York
Att: Mr. D. Maerel

Invoice No. [illegible]
Date: April 1, 1960
Date Due: April 10, 1960

PUBLICATION	SPACE	DATE		
Travel Europe	1p-2 color	April	$ 370	00
Belgian Trade Review	1p-2 color	April	190	00
Motoring Abroad	1 page	1968	960	00
			1,520	00
Cut on Motoring Abroad- billed at cost			3	74
			$1,526	74

Picard Advertising inc.

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

TEMPLETON 8-3884

To: Official Belgian Tourist Bureau
720 Fifth Avenue
New York, New York
Attn Mr. De Haerol

Invoice No. 1793
Date: March 1, 1959
Date Due: March 10, 1959

PUBLICATION	SPACE	DATE		
Travel Europe	1 page-2color	Jan.	$ 370	00
Travel Europe	1 page-2color	Feb.	370	00
Travel Europe	1 page-2 color	Mar.	370	00
Belgian Trade Review	1 page-2 color	Mar.	100	00
			$1,300	00
			- 22	10
			$1,277	90

Line 7

Discount 22.10

ENCLOSURES "B"

The Boffer Corporation
111 EIGHTH AVENUE • NEW YORK, N.Y. 10011 • Tel. 255-2761
A complete direct mail, fulfillment and offset printing service

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

Attn: Mr. P.A. De Maerel

DATE: Nov 27, 1967

YOUR ORDER NO.

INVOICE NO. 2379/8174

TERMS: NET 10 days

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

	OBTB #25/67 Motel In Belgium				
1500	Copies OBTB #25/67 IBM composition layout and multilith on News from Belgium Letterheads	34	50		
24	9 x 12 Envelopes addressographed RPS list - 25 OBTB #25/67 enclosed in envelope to each name on RPS list except Los Angeles which is to receive 200				
	200 to Mrs. de Bary - 589 5th 200 to Miss Helen Kahn	37	50		
		72	00		
	Sales Tax	3	60		
	Postage	5	19		
		80	79	80	79

✓

Line #3

The Boffer Corporation
111 EIGHTH AVENUE • NEW YORK, N.Y. 10011 • Tel. 255-2761
A complete direct mail, fulfillment and offset printing service

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

Attn: Mr. P.A. De Maerel

DATE: Nov. 27, 1967

YOUR ORDER NO.

INVOICE NO. 2383/8271

TERMS: NET 10 days

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

	OSTB $26/67 A Belgian Christmas					
2400	OSTB $26.67 IBM composition layout & multilith on News from Belgium letterhead 8-1/2 x 11	45	00			
2030	$10 envelopes addressographed B,C,D,F,P,N,B,T,AB, QL,QS,BO & BL	16	25			
2030	OSTB $26/67 A Belgian Christmas folded, enclosed in $10 envelope • seal meter mail first class 10 copies to each on RFS list 5 copies to each on CGB & CHB lists 100 to Mrs. de Bary 100 to Miss Kahn	47	70			
		108	95			
	* Sales Tax at 5% .81					
	Total Mailing 2030					
	Taxable Mail					
	N.Y.C. 10% or $ 9.27 at 5% .46					
	N.Y.S. 5% or 6.64 at 2.76% .33					
	N.J. 5% or 6.64 at 3% .16	1	54			
		110	49	110	49	

2% FOR PAYMENT
OSTB budget line #3

Original signed
by
PETER A. DE MAEREL
Vice President

The Boffer Corporation
111 EIGHTH AVENUE • NEW YORK, N.Y. 10011 • Tel. 255-2761
A complete direct mail, fulfillment and offset printing service

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

Attn: Mr. P.A. DeMaerel

DATE: Dec 5, 1967
YOUR ORDER NO.
INVOICE NO. 2449/8375
TERMS: NET 10 days

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

	November 1967 Miscellaneous Promotional Material Distribution				
4	Attached requisition sheets for wrapping and shipping various quantities of Crossroads, Timetables and other Miscellaneous folders - Via REA Express, Parcel Post and/or Local Trucking				
		20	40		
	Sales Tax	1	02		
		21	42		
	Parcel Post 4.40				
	REA Express 5.55				
	Trucking 2.00	11	95		
		33	37		
				33	37

[illegible]
line #3
Original [illegible]
by
[illegible] A. DE [illegible]

The Boffer Corporation
111 EIGHTH AVENUE • NEW YORK, N.Y. 10011 • Tel. 255-2761
A complete direct mail, fulfillment and offset printing service

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

Attn: Mr. P.A. De Maerel

DATE: Dec 5, 1967
YOUR ORDER NO.
INVOICE NO. 2450/8376
TERMS: NET 30 days

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

PROMOTIONAL POSTER DISTRIBUTION FOR NOVEMBER 1967					
The attached 7 requisition sheets cover wrapping and mailing 30 cartons or tubes containing various quantities of Large & Small O.B.T.B. Posters via Parcel Post and trucking as shipments require.		157	50		
Taxable Mail					
N.Y.C. 10% or $15.75 at 5%	.79				
N.Y.S. 5% or 7.88 at 2.76	.22				
N.J. 3% or 4.73 at 3%	.14	1	15		
		158	65		
PARCEL POST	$26.81				
TRUCKING	5.50	32	31		
		190	96	190	96

line 4-3

The Boffer Corporation
111 EIGHTH AVENUE • NEW YORK, N.Y. 10011 • Tel. 255-2761
A complete direct mail, fulfillment and offset printing service

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

Attn: Miss Helen Kahn

DATE: Dec 5, 1967
YOUR ORDER NO.
INVOICE NO. 2433/8357
TERMS: NET 10 days

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

560	6 x 9 Envelopes type addressed from mail requests	19	60		
560	5 Inserts - 4 folders plus compliment card enclosed in 6 x 9 envelope - seal meter mail 3rd class	28	00		
		47	60		
	Sales Tax at 5%	2	38		
	Postage 560 x 8	44	80		
		94	78		
				94	78

[illegible] line #3
by
PETER A. DE [illegible]
[illegible]

The Boffer Corporation
111 EIGHTH AVENUE • NEW YORK, N.Y. 10011 • Tel. 255-2761
A complete direct mail, fulfillment and offset printing service

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

Attn: Mr. P.A. De Maerel

DATE: January 15, 1968

YOUR ORDER NO.

INVOICE NO. 2665/8546

TERMS: NET 10 days

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

	OBTB #2/68 41st Brussels International Fair				
3100	Copies IBM composition layout and multilith on News from Belgium letterhead and our canary stock for second sheet Collate and Staple	149	50		
2316	#10 envelopes addressographed B,C,N,O,BO,ETC, BL, ABB, SRP, NRR, CONV I, MAP & CA	16	25 *		
2316	O.B.T.B. #2/68 41st Brussels International Fair folded enclosed in #10 envelope (1 each) seal meter mail first class 10 copies to each name on RPS list 5 copies to each name on CCB & CHB list 200 copies to Helen Kahn unfolded 100 copies to Mrs. de Bary	81	88		
	Total Mailing 2316 * Sales Tax at 5% .81	247	63		
	N.Y.C. 10% or $23.14 at 5% 1.16				
	N.Y.S. 5% or [illegible] .33				
	N.J. 3% or [illegible] .21	2	51		
		250	14		
	Postage	145	08		
		395	22	395	22

line #3

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

The Boffer Corporation
111 EIGHTH AVENUE • NEW YORK, N.Y. 10011 • Tel. 255-2761
A complete direct mail, fulfillment and offset printing service

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

Attn: Miss Helen Kahn

DATE: January 10, 1968
YOUR ORDER NO.
INVOICE NO. 2642/8605
TERMS: NET 10 days

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

	Van Hall - December 1967				
493	6 x 9 envelopes typ addressed for Van Hall from Hall requests	17	26		
493	5 Inserts - 4 folders plus complimentary card enclosed in 6 x 9 envelopes - meet meter mail 3rd class	24	05		
		41	97		
	Sales Tax	2	10		
	Postage 493 x 10	49	30		
		93	31	93	31

OK FOR PAYMENT
OBTB budget line #3

P.L. Delzerol

The Boffer Corporation
111 EIGHTH AVENUE • NEW YORK, N.Y. 10011 • Tel. 255-2761
A complete direct mail, fulfillment and offset printing service

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

Attn: Mr. P.A. DeMaerel

DATE: January 29, 1968
YOUR ORDER NO.
INVOICE NO. 2737/8535
TERMS: NET 10 days

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

	O.B.T.B. #1/68 Principal Events in Belgium 1968				
5	Pages 6000 copies each type set composition layout with Authors Alterations and Photo Offset on News from Belgium Letterheads, plus our 20# Canary Stock for balance of pages - Collate & Staple	945	00		
3349	#10 envelopes addressographed B,G,D,L,P,Q,T,W,B, X, AL,PR,BO,ETG,CONV I, TAB, NAP, QL,QS,BL,ABB,ERR, CDN	22	75 *		
3349	O.B.T.B. #1/68 Principal Events in Belgium 1968 folded enclosed in #10 envelopes (1 each) seal meter mail first class 5 copies to each CGB & CHB list - 10 to each RPS 1000 to Mrs. de Bary unfolded - 150 copies to Miss H. Kahn unfolded - 1000 held in stock	293	50		
	Total Mailing 3349 * Sales Tax at 5% 1.14	1261	25		
	N.Y.C. 10% or $123,85 at 5% 6.19				
	N.Y.S. 5% or 61.93 at 2.84% 1.76				
	N.J. 3% or 37.16 at 3% 1.11	10	20		
	CBTB budget line 1/3	1271	45		
	Postage	213	46		
		1484	91	1484	91

P.A. DeMaerel

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

Attn: Miss Helen Kahn

DATE: February 8, 1968
YOUR ORDER NO.
INVOICE NO. 2819/8788
TERMS: NET 10 days

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

	FAN MAIL				
767	6 x 9 envelopes type addressed from mail requests	30	68		
767	Inserts - 4 folders plus compliment card enclosed in 6 x 9 Kraft envelopes - seal meter mail 3rd class	38	35		
		69	03		
	Sales Tax	3	45		
	Postage 767 x 8	61	36		
		133	84	133	84

OK FOR PAYMENT
GETB budget line #3

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

Attn: Mr. P.A. DeMaerel

DATE: February 2, 1968

YOUR ORDER NO.

INVOICE NO. 2777/8747

TERMS: NET 10 days

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

	January 1968 Miscellaneous Promotional Material Distribution					
19	Attached regulation sheets for wrapping and shipping various quantities of Posters, Brochures Model Planes, Calendars and other miscellaneous promotional material in cartons and tubes supplied by us Via REA Express, Parcel Post and/or local trucking as shipments required.		239	00		
	Taxable Mailing					
	N.Y.C. 10% or $23.90 at 5%	1.20				
	N.Y.S. 5% or 11.95 at 2.84%	.34				
	N.J. 3% or 7.17 at 3%	.22	1	76		
			240	76		
	Postage $59.70					
	REA 35.80					
	Trucking 25.50		121	00		
			361	76		
					361	76

OK FOR PAYMENT
OBTB Budget Line #3
original signed
by
PETER A. DE MAEREL

P.A. DeMaerel

The Boiler Corporation
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A complete direct mail, fulfillment and offset printing service

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

Attn: Miss Helen Kahn

DATE: January 29, 1968
YOUR ORDER NO.
INVOICE NO. 2740/8686
TERMS: NET 10 days

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

	O.B.T.B. # 23/67 YOUTH ORGANIZATIONS IN BELGIUM				
5	Pages 600 copies each multilith on News from Belgium letterhead and our Canary Stock for balance of pages - Collate and Staple	86	50		
	100 wrapped and shipped to Chicago				
	150 copies to Mrs. de Bary				
	50 copies to HELEN KAHN				
	100 copies to Los Angeles				
	200 Held In Stock				
	Sales Tax on $58.00				
	Shipment to New York	2	90		
		89	40		
	Parcel Post 1.05				
	1.65	2	70		
		92	10		
	OK FOR PAYMENT OBTB budget line #3 Original signed by PETER A. DE MAEREL P.A. DeMaerel			92	10

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

Attn: Mr. P.A. DeMaerel

DATE: February 27, 1968
YOUR ORDER NO.
INVOICE NO. 2919/8839
TERMS: NET 10 days

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

8500	BRC CARD for Gateway to Continental Europe quantity requests varitype composition layout and multilith on our 65# cover stock 3-1/2 x 5-3/8 Match Brown Ink - 2 sides	145	00		
8282	#10 envelopes addressographed entire list	55	25 *		
8282	BRC's and Crossroads brochure enclosed in #10 envelope (1 each) seal meter mail third class	296	35		
		496	60		
	* Sales Tax at 5% 2.76				
	Total Mailing 8282				
	N.Y.C. 10% or $44.14 at 5% 2.21				
	N.Y.S 5% or 22.07 at 2.84% .63				
	N.J. 3% or 13.24 at 3% .40	6	00		
		502	60		
	Postage 8282 x 6	496	92		
		999	52		
				999	52

line #3

Original signed
by
PETER A. DE MAEREL

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

Attn: Mr. Peter A. De Maerel

DATE: February 29, 1968
YOUR ORDER NO.
INVOICE NO. 2953/8865
TERMS: NET 10 days

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

	O.B.T.B. #4/68 The Queen Elisabeth of Belgium International Music Competition 1968				
3400	Copies OBTB #4/68 (2 pages) varitype composition layout and multilith on News from Belgium Letterhead and our canary stock for second sheet Collate and staple		157 00		
2618	#10 and 6 x 9 envelopes addressographed C,F,P,NB, PR,QL,BO,QS,LTC,SR,BL,ARA,CDN		22 50 *		
2618	OBTB #4/68 folded enclosed in #10 envelope seal meter mail first class 10 copies to each name on RPS list - 5 copies to each name on CGB & CHB list - 100 copies to Mrs. de Bary - 150 copies to Helen Kahn unfolded		53 75		
	* Sales Tax at 5%	1.13	233 25		
	N.Y.C. 10% or 21.08 at 5%	1.05			
	N.Y.S. 5% or 10.54 at 2.84%	.30			
	N.J. 3% or 6.32 at 3%	.19	2 67		
			235 92		
	line #3 Postage		163 41		
			399 33	399 33	

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

Peter A. De Maerel

DATE: March 5, 1968
YOUR ORDER NO.
INVOICE NO. 2724/8836
TERMS: NET 10 days

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

	OBTB #3/68 - revised #22/67 - Restaurants, Bars, Night Clubs in Brussels			
3000	Copies (5 pages) each OBTB #3/68 Varitype corrections revise pages, layout and photo offset on News from Belgium letterheads and/or our 20# canary stock for balance of pages - collate and staple.	305	00	
1890	#10 Pengysaver envelopes addressographed C,PR,BO,ETC BL,ASK,CONV I, CDN, & TAB.	15	00*	
1890	OBTB #3/68 revised, folded, enclosed in #10 envelope seal, meter, mail first class. 10 copies to ea on RPS list, 5 copies to ea on CGB and CHB list, 500 copies to Mrs de Bary, 100 to Helen Kühn, unfolded	95	50	
		415	50	
	*S.T. at 5% .75¢			
	Total Mailing 1890			
	Taxable Mailing-NYC 10% or 40.05 at 5% 2.00			
	NYS 5% or 20.03 at 3.52% .70			
	NJ 3% or 12.02 at 3% .36	3	81	
		419	31	
	Postage	132	81	
	TOTAL - - -	- - -	- - -	552 12

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

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

Attn: Ann Neville

DATE: March 8, 1968
YOUR ORDER NO.
INVOICE NO. 2996/8919
TERMS: NET 10 days

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

	OBTB #5/68 Transcar				
8300	Copies OBTB # 5/68 varitype composition layout and multilith on News from Belgium letterhead 8-1/2 x 11		65	00	
8069	#10 envelopes addressographed B,C,O,T,X,TA,EO,SR, BL,RPS,CONVI,AMA,CDN & TAB lists		55	25*	
8069	O.B.T.B. #5/68 Transcar folded enclosed in #10 envelopes (1 each) with Be Our Guest Folder with addresses on panel - seal meter mail 3rd class plus 5 copies to each name on CGB & CHB lists				
	50 copies to Mrs. de Bary - unfolded		188	36	
	100 copies to Miss Kahn - unfolded		308	61	
	* Sales Tax at 5%	2.76			
	Total Mailing 8069				
	N.Y.C. 10% or $25.34 at 5%	1.27			
	N.Y.S. 5% or 12.67 at 3.52%	.45			
	N.J. 3% or 7.60 at 3%	.23	4	71	
			313	32	
	line #3 Postage		484	90	
			798	22	798 22

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

Attn: Mr. P.A. De Maerel

DATE: March 12, 1968
YOUR ORDER NO.
INVOICE NO. 3012/9022
TERMS: NET 10 days

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

	February 1968 Miscellaneous Promotional Material Distribution					
18	Requisition sheets for wrapping and shipping various quantities folders, posters and other miscellanous promotional material in cartons and tubes supplied by us via Parcel Post, REA Express and/or local trucking as shipments require		185	60		
	Taxable Mail					
	N.Y.C. 10% or $18.56 at 5%	.93				
	N.Y.S. 5% or 9.28 at 3.52%	.33				
	N.J. 3% or 5.57 at 3%	.17	1	43		
			187	03		
	REA Express	36.46				
	Parcel Post	27.39				
	Trucking	47.70	111	55		
			298	58	298	58

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OBTB budget line #3 mc

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P.A. DeMaerel

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A complete direct mail, fulfillment and offset printing service

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

Attn: Miss Helen Kalm

DATE: March 14, 1968
YOUR ORDER NO.
INVOICE NO. 3035/8990
TERMS: NET 10days

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

	Fan Mail February 1968				
842 842	6 x 9 envelopes type addressed from mail requests 4 folders plus compliments card enclosed in 6 x 9 envelopes - seal meter mail third class	29 42 71	47* 10 57		
	Total Mailing 842 * Sales Tax at 5% 1.47 Taxable Mail N.Y.C. 10% or $4.21 at 5% .21 N.Y.S. 5% or 2.11 at 3.52% .07	1	75		
		73	32		
	Postage 842 x 8	67	36		
		140	68	140	68

OK FOR PAYMENT
GOIB Budget line #3 mc

F.A. DeMaerel

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

Attn: Mr. P.A. De Maerel

DATE: March 25, 1968
YOUR ORDER NO.
INVOICE NO. 3095/9095
TERMS: NET 10 days

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

2400	Copies OBTB #6/68 Antwerp Zoo Celebrates 125th Anniversary in 1968 - IBM and Varitype composition layout and multilith on News from Belgium Letter - head - match Red Ink	95	00		
1681	#10 envelopes addressographed B,C,P,Q,MB,X,PR,QL,QS, BO,BTC & BL lists	13	00*		
1681	OBTB #6/68 folded enclosed in #10 envelope (1 each seal meter mail first class	42	75		
	10 copies to each name on BPS list	150	85		
	5 copies to each name on CCB & CHB list				
	100 copies to Mrs. De Bary - unfolded				
	150 copies to Miss H. Kahn - unfolded * ST at 5%		65		
	Total Mailing 1681				
	N.Y.C. 10% or $13.78 at 5% .69				
	N.Y.S. 5% or 6.89 at 3.52% .24				
	N.J. 3% or 4.13 at 3% .12	1	05		
		152	45		
	Postage	105	42		
		257	87	257	87

OK FOR PAYMENT
[illegible]
Original [illegible]
by
[illegible] DE MAEREL
P.A. DeMaerel

The Roffer Corporation
111 EIGHTH AVENUE • NEW YORK, N.Y. 10011 • Tel. 255-2761
A complete direct mail, fulfillment and offset printing service

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

Attn: Mr. P.A. De Meerel

DATE: April 10, 1968
YOUR ORDER NO.
INVOICE NO. 3207/9122
TERMS: NET 10 days

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

	O.B.T.B. # 7/68 Europe Starts In Belgium				
1900	Copies O.B.T.B. #7/68 varitype composition, lay - out and multilith on News from Belgium letterhead 8-1/2 x 11 and our Canary Stock for Second sheet Brown Ink Collate & Staple		110	00	
997	#10 envelopes addressographed -		5	00 *	
997	Copies O.B.T.B. #7/68 folded enclosed in #10 envelope - seal meter mail first class. 10 copies each name on NYS list - 5 copies to each name on CNB & CGB list - 200 copies to Helen Kahn - 200 copies to Mrs. de Baxy		58	00	
			173	00	
	* Sales Tax at 5%	.25			
	Total Mailing 997				
	Taxable Mail				
	N.Y.C. 10% or $16.80 at 5%	.84			
	N.Y.S. 5% or 8.40 at 3.43%	.29			
	N.J. 3% or 5.04 at 3% Line #3	.15	1	53	
			174	53	
	Postage		76	45	
			250	98	250 98

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A complete direct mail, fulfillment and offset printing service

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

Attn: Mr. P.A. De Maerel

DATE: April 16, 1968
YOUR ORDER NO.
INVOICE NO. 3248/9306
TERMS: NET 10 days

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

	March 1968 Miscellaneous Promotional Material Distribution					
22	Requisition sheets for wrapping and shipping various quantities of Tourist Maps, Hotel Guides, Posters, folders and other miscellaneous promotional material wrapped and shipped in cartons (117) tubes and Kraft envelopes supplied by us via Parcel Post REA Express and/or local trucking as shipments require					
	Taxable Mail		479	98		
	N.Y.C. 10% or $48.00 at 5%	2.40				
	N.Y.S. 5% or 24.00 at 3.43%	.82				
	N.J. 3% or 14.40 at 3%	.43	3	65		
			483	63		
	Parcel Post	105.36				
	REA Express	153.23				
	Trucking	65.00	323	59		
	line #3		807	22	807	22

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A complete direct mail, fulfillment and offset printing service

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

Attn: Mr. P.A. DeMaerel

DATE: April 16, 1968
YOUR ORDER NO.
INVOICE NO. 3241/9144
TERMS: NET 10 days

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

2100	Copies News from Belgium #9/68 - Overseas Work for Young People - IBM & varitype composition layout and multilith on News from Belgium Letter - head 8-1/2 x 11	80	00		
1318	#10 envelopes addressographed P,T,WB,AL,QL,QS,DO, BL lists	9	75 *		
1318	OBTB #9/68 Overseas Work for Young People folded enclosed in #10 envelope - seal meter mail first class - 10 copies to each name on RPS list - 5 copies to each name on CGB & CHB lists- 150 copies to Miss Kahn - 150 copies to Mrs. de Bary	51	05		
		100	80		
	* Sales Tax at 5% .49				
	Total Mailing 1318				
	Taxable Mailing				
	N.Y.C. 10% or $9.11 at 5% .46				
	N.Y.S. 5% or 4.56 at 3.43% .16	1	11		
		101	91		
	Postage	84	14		
		186	05	186	05

line #3 ✓

P.A. DeMaerel

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

Attn: Mr. P.A. De Meerel

DATE: April 12, 1968
YOUR ORDER NO.
INVOICE NO. 3222/9123
TERMS: NET 10 days

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

1850	Copies OBTB $8/68 Hotels In Belgium Varityps composition Layout, Multilith on News from Belgium Letterheads		65	00		
1010	#10 envelopes addressographed		10	00 *		
1010	OBTB $8/68 Folded enclosed in #10 envelopes - seal meter mail first class 10 Copies to each name on RPS list 5 Copies to each name on CHB & COS list 150 Copies to Mrs. de Zary---unfolded 200 Copies to Miss Kahn		30	24		
			105	24		
	* Sales Tax at 5%	.50				
	Total Mailing 1010					
	Taxable Mail					
	N.Y.C. 10% or $9.52 at 5%	.48				
	N.Y.S. 5% or 4.76 at 3.43%	.48				
	N.J. 3% or 2.86 at 3%	.10	1	56		
	line #3 ✓ Postage		106	80	182	94
			76	14		
			182	94		

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

Attn: Miss Helen Kahn

DATE: March 29, 1968
YOUR ORDER NO.
INVOICE NO. 3135/9171
TERMS: NET 10 days

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

905	6 x 9 Envelopes type addressed from Mail requests for folders		31	68		
905	Folders enclosed in 6 x 9 envelope with compliment card - seal meter mail 3rd class		45	25		
			76	93		
	Total Mailing 905					
	* Sales Tax at 5%	1.58				
	Taxable Mail					
	N.Y.C. 10% or $4.53 at 5%	.23				
	N.Y.S. 5% or 2.27 at 3.52%	.08	1	89		
			78	82		
	Postage		72	40		
			151	22		
					151	22

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F.A. Pickard