

RECEIVED  
DEPT. OF JUSTICE

JAN 24 9 57 AM '73

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

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

**SUPPLEMENTAL STATEMENT**

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

For Six Month Period Ending 17 DEC 1972  
(Insert date)

Name of Registrant **Belgian National Tourist Office** 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 <input type="checkbox"/>	No <input checked="" type="checkbox"/>
(2) Citizenship	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
(3) Occupation	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

(b) If an organization:

(1) Name	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
(2) Ownership or control	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
(3) Branch offices	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

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
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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:

<i>Name</i>	<i>Residence Address</i>	<i>Citizenship</i>	<i>Position</i>	<i>Date Assumed</i>
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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.

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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:

<i>Name</i>	<i>Position or connection</i>	<i>Date terminated</i>
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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:

<i>Name</i>	<i>Residence Address</i>	<i>Position or connection</i>	<i>Date connection began</i>
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II - FOREIGN PRINCIPAL

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

If yes, furnish the following information:

Name of foreign principal

Date of Termination

9. Have you acquired any new foreign principal<sup>1</sup> during this 6 month reporting period? Yes  No

If yes, furnish following information:

Name and address of foreign principal

Date acquired

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

Commissariat Général au Tourisme (Belgian National Tourist Office) which depends from the Ministry of Transport, 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  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 listed on attached sheet (Attachment #2), together with respective quantities made available.

<sup>1</sup> 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<sup>2</sup> 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.

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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.

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<sup>2</sup> 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  No

If yes, set forth below in the required detail and separately for each foreign principal an account of such monies.<sup>3</sup>

<i>Date</i>	<i>From Whom</i>	<i>Purpose</i>	<i>Amount</i>
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The Belgian National Tourist Bureau draws against an amount allotted annually for advertising, publicity, salaries, etc., (for 1972 \$152,173). The following expenditures were made for this period and debited to the Commissariat Général au Tourisme, Brussels, Belgium, on these dates:

Invoice date:	<u>1972</u>		
	July 12	\$ 16,775.05	
	August 11	10,052.45	
	September 14	9,525.63	
	October 10	10,564.52	
	November 14	11,303.71	
	December 8	<u>10,813.98</u>	
		\$ 69,035.34	

\$ 69,035.34

Total

14. (b) RECEIPTS - THINGS OF VALUE

During this 6 month reporting period, have you received any thing of value<sup>4</sup> 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

If yes, furnish the following information:

<i>Name of foreign principal</i>	<i>Date Received</i>	<i>Description of thing of value</i>	<i>Purpose</i>
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<sup>3</sup> 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).

<sup>4</sup> 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  No

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

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.

<i>Date</i>	<i>To Whom</i>	<i>Purpose</i>	<i>Amount</i>
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Expenditures are now operated solely by the Belgian National Tourist Office, which is staffed by P. A. De Maerel, Director, Mrs. M. Koenig, Administrative Assistant, and Miss A. Neville, Publicity Assistant, whose salaries are paid by the Commissariat Général au Tourisme (Belgian National Tourist Office) Brussels, Belgium.

2. Our advertising agency (Picard Advertising Co., Inc., 964 Third Avenue, New York, N. Y.) handles only procurement of space and the mechanical aspects of placing ads. During this period, payments to them were approximately \$1,223.85, as per copies of invoices herewith (Enclosure A).

3. Bulletins are mailed, and printed matter is distributed by a direct mail service, the Boffer Corporation, 111 Eighth Avenue, New York, N. Y. 10011. During this period, payments to them were about \$12,693.26, as per copies of invoices herewith (Enclosure B).

4. in round figures, other expenditures for this period were approximately as follows:

- Membership in travel trade organizations	\$ 15.00
- Purchase & Printing of publicity material	6,256.99
- Public Relations expenses (entertainment of persons in the travel, tours & affiliated business)	3,713.26
- Travel & Transportation	324.25
- Meetings & Testimonials	1,766.03
- Customs handling, transportation of publicity material	5,240.61
- Stationery, office supplies	791.17
- Office Expenses (including translations, secretarial assistance	2,320.60
- Subscriptions	25.68
- Item 2 of 15 (a) above	1,223.85
- Item 3 of 15 (a) above	12,693.26

\$34,370.70

Total

15. (b) DISBURSEMENTS - THINGS OF VALUE

During this 6 month reporting period, have you disposed of anything of value<sup>5</sup> 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:

<i>Date disposed</i>	<i>Name of person to whom given</i>	<i>On behalf of what foreign principal</i>	<i>Description of thing of value</i>	<i>Purpose</i>
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(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<sup>5</sup> 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:

<i>Date</i>	<i>Amount or thing of value</i>	<i>Name of political organization</i>	<i>Name of candidate</i>
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**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.

<sup>5</sup> 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.

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)

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)

21. What language was used in this political propaganda:

- English  Other (specify)

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

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

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

VI - EXHIBITS AND ATTACHMENTS

Samples of items listed under No.11 of this Statement have been sent 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:

- Exhibit A<sup>6</sup> Yes  No 
Exhibit B<sup>7</sup> 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.

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

<sup>7</sup> 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<sup>8</sup>, 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  
Director

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

this 10th day of January, 19 72

STATE OF NEW YORK  
COUNTY OF NEW YORK  
CITY OF NEW YORK

Sworn To Before Me

10<sup>th</sup> Day of Jan, 19 72

  
(Signature of notary or other officer)

MARION KOENIG  
NOTARY PUBLIC, State of New York  
No. 31-7325096  
Qualified in New York County  
Commission Expires March 30, 1974

My commission expires March 30, 19 74

<sup>8</sup> 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.)

BELGIAN NATIONAL TOURIST OFFICE  
720 Fifth Avenue  
New York, N. Y. 10019

Items listed under:

III - ACTIVITIES (11)  
of the Supplement 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.

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DISTRIBUTION: Mailing lists of names in the United States

Travel Editors	849
Important U.S. Travel Editors	285
Travel Trade	59
Travel Editors of General Magazines	122
Columnists	45
Radio & TV Commentators	10
Financial Editors	68
Aviation Trade	22
Important Aviation Editors	120
Aviation Editors	278
Shipping & Cargo	38
Women Editors (Important)	144
Women Editors	578
Freelance Writers	45
American firms doing business in Belgium	369
Airlines Personnel	131
American Archive Group	74
Belgian Colony	243
Belgian Embassy & Consulates	90
Conventions International	114
European Railroads	10
European Travel Commission	22
Museums	267
General Public Relations	166
Libraries	243
Schools	149
Rotary Club	504
Travel Agents	6,949
Tourist Offices	39
Womens Psgr. Traffic Assn.	57



FOR INTER COMPANY USE ONLY

BELGIAN NATIONAL TOURIST OFFICE  
720 Fifth Avenue  
New York, N. Y. 10019

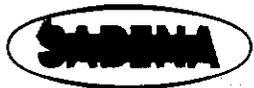
Items listed under:

III ACTIVITIES (11)  
of the Supplement Statement:

"News from Belgium": Bulletins 21-32, 1972 (Quantity available depends on subject)

5000	Belgium Budget Holidays 1972
400	Antwerp
3500	The West Coast of Belgium
1650	Belgian Castles
4600	Calendar of Touristic Events
1000	Conventions in Belgium No. 3
1000	Conventions in Belgium No. 4
10,000	Hotels 1972 (Belgium)
1,000	Hotels 1972 (West Flanders)
1,000	Hotels 1972 (Ardennes-Meuse)
6,500	Belgium for holidays
5,500	1973 Calendars (wall)

Posters: None



FOR INTER COMPANY USE ONLY

Picard Advertising, inc.

RECEIVED  
DEPT. OF JUSTICE

JAN 24 9 57 AM '73

REGISTRATION SECTION

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

Invoice #8535

Date- December 7, 1972

Due- December 17, 1972

PUBLICATION

Social Spectator

SPACE

6- 1/2 pages in

DATE

1972

AMOUNT

6995.00

16.90

978.10

EX FOR PAYMENT  
OSTB budget

P.A. DeMaerel

Discount 10.00 -

Enclosure A

964 third avenue  
new york, n. y. 10022  
templeton 8-3884

# Picard Advertising, inc.

964 third avenue  
new york, n. y. 10022  
templeton 8-3884

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

Invoice 8258

Date- July 1, 1972

Date Due- July 10, 1972

<u>PUBLICATION</u>	<u>SPACE</u>	<u>DATE</u>	<u>AMOUNT</u>
Belgian Trade Review	Cover-2 color	July	\$ 250.00

OK FOR PAYMENT  
OBTB budget #4

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P.A. DeMaerel

Discount 4.25

Enclosure B



RECEIVED  
DEPT. OF JUSTICE  
The Belfer Corporation  
111 FIFTH AVENUE • NEW YORK, N.Y. 10003 Tel. 255-2701  
A complete range of mail, fulfillment, and offset printing services  
JAN 24 9 57 AM '73  
REGISTRATION SECTION

TO: Official Belgium Tourist Bureau  
720 Fifth Avenue  
New York, New York  
  
Attn: Miss Ann Neville

DATE: 7-7-72  
YOUR ORDER NO.  
INVOICE NO. 12897/9956  
TERMS: NET 10 Days

- 2 Pages - 315 copies OBTB #21/72 Verviers Offers Many Attractions type set heading in Lydian Cursive 18 PT., balance of text IBM Heritage layout & multilith on customer letterhead & our 20# stock for second page. Collate & staple.
- 141 #10 envelopes addressographed BO ETC & RPS List.
- 141 2 Page OBTB #21/72 folded, enclosed in envelope, seal, meter, mail first class.
- 150 Copies unfolded to Ann Neville.

118	50
12	00
32	00
162	50
1	64
164	14
11	28
175	42

TAXABLE MAIL: NYC 10% or 16.25 @ 7%  
NYS 5% or 8.13 @ 6.168%

1.14  
.50

Postage

OK FOR PAYMENT  
OBTB budget 7/5

P.A. DeMaere

175 42



# The Boffer Corporation

111 EIGHTH AVENUE • NEW YORK, N.Y. 10011 • Tel. 255-2761

A complete direct mail, fulfillment and offset printing service

Official Belgium Tourist Bureau  
720 Fifth Avenue  
New York, N. Y. 10019

Att: Ann Neville

DATE: July 11, 1972

YOUR ORDER NO.

INVOICE NO. 12915/9997

TERMS: NET 10 days

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

194	2 pages 375 copies each type set heading in Venus Bold 18 pt. OBTB #17 - 2/72 balance of text IBM heritage, layout and multilith on News from Belgium letterhead and our canary stock for second page collate and staple	150 00	
194	#10 envelopes addressographed for C-BO-ETC & RPS OBTB #17-2/72 Arthur Haulot-folded, enclosed in envelope, seal, meter, mail first class combined with OBTB #22/72 on BO-ETC & RPS	12 00	
150	Copies unfolded to Ann Neville	32 00	
	<u>Taxable Mail</u>	194 00	
	NYC 10% or 19.40 @ 7% - 1.36		
	NYS 5% or 9.70 @ 6.168% - .60	1 96	
		195 96	
	Postage	15 52	
		211 48	
			211 48

OK FOR PAYMENT  
OBTB budget #5

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

Official Belgium Tourist Bureau  
720 Fifth Avenue  
New York, N. Y. 10019

Att: Ann Neville

DATE: July 11, 1972

YOUR ORDER NO.

INVOICE NO. 12916/9998

TERMS: NET  
10 days

THE ABOVE PRICES DO NOT INCLUDE SALES TAXES THEREFORE NO CASH DISCOUNT CAN BE ALLOWED

	2 Pages 550 copies each OBTB #22/72-Brussels Ommeegang Pageant type set heading in Thompson Quillscript 18 pt. balance of text IBM heritage - layout and multilith on News from Belgium letter- head and our canary stock for second page- collate and staple	153 00
230	#10 envelopes addressographed for BO-BL-ETC-RPS list	12 00
230	OBTB #22/72 folded, enclosed in envelope, seal, meter mail first class - cobined with #17-2/72 on BO-ETC and RPS lists	
150	copies unfolded to Ann Neville	37 00
		<u>202 00</u>
	<u>Taxable Mail</u>	
	NYC 10% or 20.20 @ 7%	1.41
	NYS 5% or 10.10 @ 6.168%	.62
		<u>2 03</u>
	OK FOR PAYMENT OBTB budget <i>AS</i>	204 03
	Postage 230x8	18 40
		<u>222 43</u>
		222 43
	<u>F.A. DeMaarel</u>	

The Boffer Corporation

111 EIGHTH AVENUE • NEW YORK, N.Y. 10011 • Tel. 265-2761

A complete direct mail, fulfillment and offset printing service

TO: Sabena Belgian World Airlines  
720 Fifth Avenue  
New York, N. Y. 10019

Att: Marion Koenig

DATE: July 11, 1972

YOUR ORDER NO.

INVOICE NO. 12914/161

TERMS: NET  
10 days

THE AMOUNT OF THIS INVOICE IS SUBJECT TO FEDERAL SALES TAX. THEREFORE, NO CASH DISCOUNT CAN BE ALLOWED.

JUNE 1972 - MAINTENANCE

- 8 additions
- 2 alterations
- 11 deletions

Plates cut, put in frames, card, sort, proofread,  
file and interfile - 3x5 cards addressographed  
for additions and alterations

#10 envelopes addressographed

24 00

OK FOR PAYMENT

OBTB budget #6

ST

1 68

25 68

P.A. DeMaere

25 68

**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 Belgium Tourist Bureau  
720 Fifth Avenue  
New York, N. Y. 10019

Att: Ann Neville

DATE: July 11, 1972

YOUR ORDER NO.

INVOICE NO. 12935/102

TERMS: NET 10 days

AMOUNT OF THE INVOICE SUBJECT TO DISCOUNT CAN BE ALLOWED

1200	Copies ORTB # 25/72 10th International Brenniel Poetry festival type set heading in Lydian Bold Cond. 14 pt. Balance of text IBM heritage layout and multilith on News from Belgium letterhead 8½ x 11				
1030	#10 envelopes addressographed for B C D X PR RPS BO BL AND ETC lists		120	00	
1030	ORTB #25/72 folded, enclosed in envelope seal, meter, mail first class. combined with ORTB #23 and 24 where applicable		5	00	
	<del>150 copies to Ann Neville unsorted</del>		30	00	
	Taxable Mail	NYC 10% or 15.50 @ 7%	1.09		155 00
		NYS 5% or 7.75 @ 6.168%	.48		1 57
					156 57
	Postage				27 70
					184 27
					184 27

OK FOR PAYMENT  
ORTB budget #5

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 Belgium Tourist Bureau  
720 Fifth Avenue  
New York, N. Y. 10019

Att: Ann Neville

DATE: July 11, 1972

YOUR ORDER NO.

INVOICE NO. 12938/9999

TERMS: NET 10 days

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

1040	2 pages 1200 copies each OBTB #23/72 Transportation News type set heading in Folio Bold Cond. 16 pt. balance of text IBM Heritage layout and multilith on customers News from Belgium letterhead and our 20# canary stock for second page collate and staple	165 00	
1040	#10 envelopes addressographed B-C-D-X-PR-RPS-BO-BL ETC and ERR	5 00	
	OBTB #23/72 Transportation News folded, enclosed in #10 envelope seal meter mail 1st class combined with OBTB #24 and 25 where applicable	30 00	
		200 00	
	Taxable Mail - NYC 10% or 20.00 @ 7%	1.40	
	NYS 5% or 10.00 @ 6.168%	.62	
		202 02	
	Postage	27 80	
		229 82	
			229 82

OK FOR PAYMENT  
OBTB budget

*JS*

P.A. DeMaerel

**The Botter Corporation**

111 FIFTH AVENUE • NEW YORK, N.Y. 10011 • Tel. 255 1 1

A complete direct mail, fulfillment and offset printing service

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

DATE: July 14, 1972

YOUR ORDER NO.

INVOICE NO. 12964/222

TERMS: NET 10 days

THE AMOUNT OF THIS INVOICE IS SUBJECT TO THE PAYMENT OF THE FOLLOWING ACCOUNTS

JUNE 1972 MISCELLANEOUS PROMOTIONAL MATERIAL DISTRIBUTION

Attached requisition sheets for wrapping and shipping in cartons and wrapping material supplied by us - various quantities of posters, folders and brochures wrapped and shipped in quantities indicated on requisition sheets via Parcel Post, Rea Express, Air Freight and/or local trucking as shipments require

TAX ON NEG SHIPMENTS

OBTB budget #2

*P.A. DeMaersal*  
P.A. DeMaersal

Parcel Post 222.50  
REA 71.45  
Air Freight 66.31

Shipments ordered by Marion Koenig - 30 ctns. @ 3.50  
- 1 tube @ 1.00  
Trucking

755 50

1 47

756 97

360 26  
1117 23

105 00

1 00

92 50

1315 73

1315 73

The Boffer Corporation

111 EIGHTH AVENUE • NEW YORK, N.Y. 10011 • Tel. 2 2761

A complete direct mail, fulfillment and offset printing service

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

Att: Ann Neville

DATE: July 13, 1972

YOUR ORDER NO.

INVOICE NO. 12939/101

TERMS: NET 10 days

THE AMOUNT OF THIS INVOICE IS SUBJECT TO THE PAYMENT OF EACH BILLING

1175	OBTB #24/72-News of Interest on Bruges-type set heading in hand set type balance of text IBM heritage-layout and multilith on news from Belgium letterheads 8½ x 11	115	00
1007	#10 envelopes addressographed for B-C-D-PR-BO BL & RPS lists	5	00
1007	OBTB #24/72 folded, enclosed in envelope seal meter, mail, first class consolidated with OBTB #23 and 25 where applicable	30	00
	Taxable Mail	150	00
	NYC 10% or 15.00 @ 7% - 1 05		
	NYS 5% or 7.50 @ 6.168% - 46	1	51
		151	51
	Postage	27	70
		179	21
			179 21

OK FOR PAYMENT  
OBTB budget: 15

P.A. DeMaere

RECEIVED  
DEPT. OF JUSTICE

JAN 24 9 57 AM '73

The Boffer Corporation  
REGISTRATION SECTION

111 EIGHTH AVENUE • NEW YORK, N.Y. 10011 • Tel. 255-2761

A complete direct mail, fulfillment and offset printing service

TO: Sabena Belgian World Airlines  
720 Fifth Avenue  
New York, N.Y. 10019

Att: Marion Koenig

DATE: August 10, 1972  
YOUR ORDER NO.

INVOICE NO. 13101/371

TERMS: NET 10 days

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

List Maintenance - July 1972

26 Additions

7 Alterations

10 Deletions

Plates cut, put in frames, card sort, proofread, file and  
interfile - pull plates for alterations and deletions -  
refile alterations - 3 x 5 cards addressographed for  
alterations and additions

Sales Tax

27 60

1 93

29 53

29 53



The Boffer Corporation

111 EIGHTH AVENUE • NEW YORK, N.Y. 10011 • Tel. 255-2761

A complete direct mail, fulfillment and offset printing service

TO: Belgian National Tourist Office  
720 Fifth Avenue  
New York, N. Y. 10019  
  
Att: Ann Neville

DATE August 10, 1972  
YOUR ORDER NO.  
INVOICE NO. 13105/381  
TERMS: NET 10 days

THE AMOUNT OF THIS INVOICE EXCEEDS CASH ON HAND, THEREFORE NO CASH DISCOUNT CAN BE ALLOWED

510  
510

#10 envelopes addressographed P,BL,BO,ERR,ETC and RPI list  
Readers Digest REprint on Bruges folded, enclosed in envelope. Seal, meter and mail first class

Sales Tax

Postage 510 x 8¢

12	00
36	00
48	00
3	36
51	36
40	80
92	16

92 16

OK FOR PAYMENT  
OBTB budget #5  
Original signed  
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: Belgian National Tourist Office  
 720 Fifth Avenue  
 New York, N. Y. 10019

Att: Ann Neville

DATE: August 14, 1972

YOUR ORDER NO.

INVOICE NO. 13131/403

TERMS: NET 10 days

THE AMOUNT OF THIS INVOICE IS FULLY COVERED BY THE CHECKS AND CASH RECEIPTS. NO CASH DISCOUNT CAN BE ALLOWED.

658

#10 envelopes addressographed BI, BO, Err, ETC, MUS and  
 RPS lists

12 00

658

Plantin-Moretus Museums folded, enclosed in envelope.  
 Seal, meter and mail first class

40 00

52 00

Sales Tax

3 64

55 64

Postage

52 64

108 28

108 28

The Boffer Corporation

117 EIGHTH AVENUE • NEW YORK, N.Y. 10011 • Tel. 255-2761

A complete direct mail, fulfillment and offset printing service

TO: Belgian National Tourist Office  
720 Fifth Avenue  
New York, N. Y. 10019

Att: Ann Neville

DATE: August 14, 1972

YOUR ORDER NO.

INVOICE NO. 13129/384

TERMS: NET 10 days

BECAUSE OF THE INFLUENCE OF FEDERAL GOVERNMENT TAXES, THEREFORE NO CASH DISCOUNT CAN BE ACCORDED

OBTS #11/72 Youth Organizations - 5 pages/500 copies each  
multilith on News from Belgium letterhead and our 20//  
canary stock for balance of pages (rerun) Collate and  
staple  
Delivered to Ann Neville

Sales Tax

137 50

9 63

147 13

147 13



# The Boffer Corporation

111 EIGHTH AVENUE • NEW YORK, N.Y. 10011 • Tel. 255-2761

A complete direct mail, fulfillment and offset printing service

TO: Belgian National Tourist Office  
720 Fifth Avenue  
New York, N. Y. 10019

DATE: August 21, 1972

YOUR ORDER NO.

INVOICE NO. 13136/432

TERMS: NET 10 days

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

July 1972 Miscellaneous Promotional Material Distribution  
Attached requisition sheets for wrapping and shipping in cartons and wrapping material supplied by us-various quantities of posters, folders, brochres, post cards, pocket guides and other miscellaneous promotional material wrapped and shipped in quantities indicated via Parcel Post and/or local trucking as shipments require

Tax on NYC shipments only

Parcel Post \$149.39  
Trucking 49.50

Shipments ordered by Marion Koenig as per attached requisitions 7 cartons @ \$3.50 each

Sales Tax  
Trucking \$7.50 x 3

OK FOR PAYMENT  
OBTB budget #6

P.A. DeMaerel

535	25
7	83
543	08
198	89
741	97
24	50
1	72
22	50
790	69

790 69





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DEPT. OF JUSTICE

JAN 24 9 57 AM '73

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

TO: Belgian National Tourist Office  
720 Fifth Avenue  
New York, N. Y. 10019

Att: Ann Neville

DATE: Sept. 13, 1972

YOUR ORDER NO.

INVOICE NO. 13265/479

TERMS: NET 10 days

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

1400	Copies OBTB #26/72 Wieze Hosts typeset heading in ONYX 18 pt balance of text IBM composition, layout and multilith on New from Belgium letterheads 8-1/2 x 11	120	00		
1254	#10 envelopes addressographed B,C,D,E,X,PR,RPS,BO,BL,ERR, ETC and CONVI	24	00		
1254	OBTB #26/72 folded, enclosed in envelope. Seal, meter and mail first class 150 copies unfolded to Ann Neville	51	20		
		195	20		
	TAXABLE NYC 10% or \$19.52 @ 7%			\$1.37	
	NYS 5% or 9.76 @ 6.168%			.60	
		1	97		
		197	17		
	Postage 1254 x 8¢	100	32		
		297	49		
	<b>DE FOR PAYMENT OBTB budget</b>				
	<u>P.A. DeMaerel</u>				
					297 49



The Boffer Corporation

111 EIGHTH AVENUE • NEW YORK, N.Y. 10011 • Tel. 255-2761

A complete direct mail, fulfillment and offset printing service

TO: Belgian National Tourist Office  
720 Fifth Avenue  
New York, N. Y. 10019

Att; Ann Neville

DATE: Sept. 22, 1972

YOUR ORDER NO.

INVOICE NO. 13299/607

TERMS: NET 10 days

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

100

Copies OBTB #26/72 Wieze Hosts etc. re-run on News from  
Belgium letterheads 8-1/2 x 11

Mailed first class to:  
Claudia Hoyle  
Sabena  
Great Neck, N. Y.

Sales Tax

Postage

25 00

1 75

26 75

1 40

28 15

28 15



# The Boffer Corporation

111 EIGHTH AVENUE • NEW YORK, N.Y. 10011 • Tel. 255-2761

A complete direct mail, fulfillment and offset printing service

TO: Belgian National Tourist Office  
720 Fifth Avenue  
New York, N. Y. 10019

Att: Ann Neville

DATE: Sept. 22, 1972

YOUR ORDER NO.

INVOICE NO. 13298/480

TERMS: NET 10 days

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

1400	Copies OBTB #27/72 Dochamps type set heading in Dom Casual 18 pt balance of text IBM Heritage, layout and photo offset on News from Belgium letterhead 8-1/2 x 11	120	00		
1213	#10 envelopes addressographed B,C,D,E,X,PR,RPS,BO,BL,ERR,ETC and CONVI	24	00		
1213	OBTB #27/72 folded and enclosed in #10 envelopes-seal, meter and mail first class 150 copies unfolded to Ann Neville	51	00		
		195	00		
	TAXABLE MAIL NYC 10% or \$19.50 @ 7%	\$1.37			
	NYS 5% or 9.75 @ 6.343%	.62		1	99
				196	99
	Postage 1213 x 8¢			97	04
				294	03
					294 03



# T. Boffer Corporation

111 EIGHTH AVENUE • NEW YORK, N.Y. 10011 • Tel. 255-2761

*A complete direct mail, fulfillment and offset printing service*

to: Belgian National Tourist Office  
720 Fifth Avenue  
New York, N. Y. 10019

Att: Ann Neville

DATE: Sept. 22, 1972

YOUR ORDER NO.

INVOICE NO. 13302/581

TERMS: NET 10 days

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

<p>2 pages-500 copies each type set, composition, layout and multilith on News from Belgium letterhead and our 20# Canary stock for second page 8-1/2 x 11-Collate and staple Delivered to Ann Neville</p> <p style="text-align: right;">Sales Tax</p>	<p>155 00</p> <hr/> <p>10 85</p> <hr/> <p>165 85</p>	<p>168 85</p>	<p>168 85</p>
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**The Boffer Corporation**

111 EIGHTH AVENUE • NEW YORK, N.Y. 10011 • Tel. 255-2761

A complete direct mail, fulfillment and offset printing service

TO: Belgium National Tourist Office  
720 Fifth Avenue  
New York, N.Y. 10019

Attention: Marion Koenig

DATE: 9/29/72

YOUR ORDER NO.

INVOICE NO. 13352

TERMS: NET 10 days

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

August 1972 Miscellaneous promotional material distribution				
Attached requisition sheets for wrapping and shipping in cartons and wrapping material supplied by us. Various quantities of Posters, folders, shopping guides, display boxes and other miscellaneous promotional material wrapped and shipped in quantities indicated via Parcel Post and REA Express as shipments require			551 00	
	Parcel Post	207.64		
	REA Express	74.20	281 84	
			<u>832 84</u>	
Shipments ordered by Marion Koenig as per attached requests				
	48 ctns. @ 3.50 Each	168.00		
	Tax	11.76		
		<u>179.76</u>		
OK FOR PAYMENT OBTB budget	Trucking	70.00	249 76	
			<u>1082 60</u>	
				1082 60

P.A. DeMaereI



# The Boffer Corporation

111 EIGHTH AVENUE • NEW YORK, N.Y. 10011 • Tel. 255-2761

A complete direct mail, fulfillment and offset printing service

TO: Belgian National Tourist Office  
720 Fifth Avenue  
New York, N.Y. 10019

Attention: Marion Koenig

DATE: October 11, 1972

YOUR ORDER NO.

INVOICE NO. 13438/736

TERMS: NET 10 Days

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

3,000	copies new telephone number notices type set composition layout and multilith on our 65# card stock 4 1/4 x 5 1/2 with matching Baronial Vellum envelopes		195	00	
2,382	Baronial envelopes addressographed for C D G P Q T WB PR X ABB, BL, BO, ERR, ETC, RPS, TAB, TI and ECO		56	25	
2,382	notices enclosed in envelopes seal, meter, mail first class		<del>94</del>	<del>50</del>	
			345	75	
	TAXABLE MAIL NYC 10% or 34.58 @ 7%	2.42			
	NYS 5% or 17.29 @ .6343%	1.10			
			<del>3</del>	<del>52</del>	
			349	27	
	Postage 2382 x 8		<del>190</del>	<del>56</del>	
			539	83	
					539 83

OK FOR PAYMENT  
OBTB budget

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

DATE: October 18, 1972

YOUR ORDER NO.

Attention: ~~XXXXXXXXXXXXXX~~  
Ann Neville

INVOICE NO. 13480/837

TERMS: NET 10 Days

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

2 pages 150 copies each re-run on news from Belgium Letterhead  
and our 20# canary stock for second page 8½ x 11 collate and  
staple

50 copies to Travel Management Corp.

Mr. B. Feldman  
1519 Walnut Street  
Philadelphia, Pa. 19102

100 copies to Beatrice Genart  
720 Fifth Avenue  
New York, N.Y.

Sales Tax

60 00

4 20

64 20

OK FOR PAYMENT

OBTB budget #5

Postage

64 20

1 00

65 20

P.A. DeMaere



RECEIVED  
DEPT. OF JUSTICE

The Boffer Corporation

111 EIGHTH AVENUE • NEW YORK, N.Y. 10019

A complete direct mail, fulfillment and offset printing service

JAN 24 9 57 AM '73

REGISTRATION SECTION  
Tel. 255-2761

TO:

Belgian National Tourist Bureau  
720 Fifth Avenue  
New York, N.Y. 10019

Attention: Ann

DATE: October 26, 1972

YOUR ORDER NO.

INVOICE NO. 13544/877

TERMS: NET 10 Days

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

8

Pages 200 copies each OBTB #1/7 PDM Belgian Organizations  
multilith on customer's news from Belgian letterheads 8½ x 11  
and our 20# Canary stock for balance of pages-Collate & Staple  
Sales Tax

170 00

11 90

181 90

181 90



The Boffer Corporation

111 EIGHTH AVENUE • NEW YORK, N.Y. 10011 • Tel. 255-2761

A complete direct mail, fulfillment and offset printing service

TO:  
Belgian National Tourist Office  
720 Fifth Avenue  
New York, N.Y. 10019

DATE: October 25, 1972

YOUR ORDER NO.

INVOICE NO. 13524/858

TERMS: NET 10 Days

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

4	Pages, 200 copies each OBTB #29/72 (Belgium Institution of Higher Learning) type set heading in Standard Medium Condensed 18PT, balance of text, IBM Heritage Layout and multilith on News from Belgium Letterhead and our 20# Canary stock for balance of pages -Collate and Staple Wrapped and shipped to Ann Neville		237 00 16 59 <hr/> 253 59	253 59
	Sales Tax			



**The Boffer Corporation**

111 EIGHTH AVENUE • NEW YORK, N.Y. 10011 • Tel. 255-2761

*A complete direct mail, fulfillment and offset printing service*

TO:  
Belgian National Tourist Office  
720 Fifth Avenue  
New York, N.Y. 10019  
  
Attention: Marion Koenig

DATE: October 16, 1972

YOUR ORDER NO.

INVOICE NO. 13412/761

TERMS: NET 10 Days

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

78 1	List Maintenance - September 1972 Additions Deletion Plates cut, put in frames, card sort, proofread, file and interfile 3 x 5 cards addressographed Addressographing Galleys for Tab List Sales Tax	46 60 3 26 49 86	49 86
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# The Boffer Corporation

111 EIGHTH AVENUE • NEW YORK, N.Y. 10011 • Tel. 255-2761

A complete direct mail, fulfillment and offset printing service

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

DATE: November 7, 1972

YOUR ORDER NO.

INVOICE NO. 13607/936

Attention: Peter A. De Maerel

TERMS: NET 10 Days

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

### September 1972 Miscellaneous Promotional Material Distribution

Attached requisition sheets for wrapping and shipping in cartons and wrapping material supplied by us. Various quantities of Maps, Posters, Folders, Brochures and other miscellaneous promotional material wrapped and shipped in quantities indicated via Parcel Post and REA Express as shipments require.

#### OUT OF TAX AREA SHIPMENTS

Parcel Post	176.41
REA Express	104.90

510 00

281 31

791 31

Shipments ordered by Marion Koenig as per attached requests 25 ctns @ 3.50 each	87.50
Sales Tax	6.13
	<u>93.63</u>

OK FOR PAYMENT  
OBTB budget 6

Trucking	46.00
UPS	13.90
	<u>59.90</u>

153 53

944 84

944 84

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: Belgian National Tourist Office  
720 Fifth Avenue  
New York, N.Y. 10019

Attention: Ann Neville

DATE: November 10, 1972

YOUR ORDER NO.

INVOICE NO. 13637/1002

TERMS: NET 10 Days

THE AMOUNT OF THIS INVOICE INCLUDES COMMERCE LABOR, THE BALANCE OF WHICH CANNOT BE ALLOWED

- 2 Pages 200 copies each Recipes OBTB #30/72 multilith on News from Belgium Letterhead and our 20# Canary stock for second page collate & staple  
100 copies flat to Ann Neville  
100 copies flat to Ed Clark Phila. Office
- 2 Pages 200 copies each additional re-run and shipped to Ed Clark, Phila. Office  
OUT OF TAX AREA SHIPMENTS

Postage

	90 00				
	4 90				
	94 90				94 90



The Boffer Corporation

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

RECEIVED  
DEPT. OF JUSTICE

JAN 24 9 57 AM '73

REGISTRATION SECTION

TO:

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

Attention: Marion Koenig

DATE: November 13, 1972

YOUR ORDER NO.

INVOICE NO. 13650/1011

TERMS: NET 10 Days

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

85

October 1972 Maintenance  
Additions (TAB list only) Plates cut, put into frames, card  
sort proofread and file and interfile 3 x 5 cards addressographed  
for additions

Sales Tax

55 25

3 87

59 12

59 12



# The Boffer Corporation

111 EIGHTH AVENUE • NEW YORK, N.Y. 10011 • Tel. 255-2761

*A complete direct mail, fulfillment and offset printing service*

TO:

Belgian National Tourist Office  
720 Fifth Avenue  
New York, N.Y.

Attention: Marion Koenig

DATE: November 17, 1972

YOUR ORDER NO.

INVOICE NO. 13676/1045

TERMS: NET 10 Days

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

Galley run off of BO, BL, ETC, ERR, C, WB, and MUS Lists  
4½ x 7 envelopes type addressed from Galleys

Delivered to Marion Koenig

Sales Tax

7 50
40 00
47 50
3 32
50 82

50 82



**The Boffer Corporation**

111 EIGHTH AVENUE • NEW YORK, N.Y. 10011 • Tel. 255-2761

*A complete direct mail, fulfillment and offset printing service*

TO:  
Belgian National Tourist Office  
720 Fifth Avenue  
New York, N.Y. 10019

Attention: Peter A. De Maerel

DATE: November 29, 1972

YOUR ORDER NO.

INVOICE NO. 13733/1139

TERMS: NET 10 Days

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

November 1972 Miscellaneous Promotional Material Distribution  
Attached requisition sheets for wrapping and shipping in  
cartons and wrapping material supplied by us various quantities  
of folders, posters, displays, folders, etc., wrapped and  
shipped in quantities indicated on requisition sheets via  
Parcel Post, Rea Express and/or local trucking as shipments  
require

TAX ON NYC SHIPMENTS

Parcel Post	185.93
REA	17.05
Trucking	30.00

496 50

1 40

497 90

232 98

730 88

730 88



**The Boffer Corporation**

111 EIGHTH AVENUE • NEW YORK, N.Y. 10011 • Tel. 255-2761

A complete direct mail, fulfillment and offset printing service

TO:  
Belgian Tourist Bureau  
720 Fifth Avenue  
New York, N.Y. 10019  
  
Attention: Ann Neville

DATE: December 6, 1972  
YOUR ORDER NO.  
INVOICE NO. 13794/1094  
TERMS: NET 10 Days

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

2504	2 Pages 2700 copies each OBTB #31/72 and 32/72 New Belgian Hotel and New Brussels Hotels type set headings, varitype balance of text IBM, layout and multilith on customers letterheads (1000) and our canary stock for balance of required stock for letterhead, 8½ x 11	310 00
2504	#10 envelopes addressographed for B,C, G,L, ABB, X, PR, BL, BO CONVI, ERR, ETC, RPS and TAB lists	45 00
	OBTB #31/72 and 32/72 folded enclosed in envelope, seal, meter mail first class - 150 copies flat to Ann Neville	147 50
		502 50
	TAXABLE MAIL NYC 10% or 50.25 @ 7%	3.52
	NYS 5% or 25.13 @ .6343%	1.59
		5 11
	Postage	507 61
		200 53
		708 14

OK FOR PAYMENT  
OBTB budget #5

P.A. DeMaere

708 14



**The Boffer Corporation**

111 EIGHTH AVENUE • NEW YORK, N.Y. 10011 • Tel. 255-2761

*A complete direct mail, fulfillment and offset printing service*

TO:

Sabena Belgian World Airlines  
720 Fifth Avenue  
New York, N.Y. 10019

Attention: Marion Koenig

DATE: December 12, 1972

YOUR ORDER NO.

INVOICE NO. 13810/1222

TERMS: NET 10 Days

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

91 1	<u>List Maintenance - November 1972</u> Additions TAB, BL, S Alteration Plates cut, put in frames, card sort, proofread, file and interfile - Full plates for alterations and refile. 3 x 5 cards addressographed for additions and alterations Sales Tax	60 00 4 20 64 20	64 20
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# The Boffer Corporation

111 EIGHTH AVENUE • NEW YORK, N.Y. 10011 • Tel. 255-2761

A complete direct mail, fulfillment and offset printing service

TO:

Belgian National Tourist Office  
720 Fifth Avenue  
New York, N.Y. 10019

Attention: Marion Koenig

DATE: December 14, 1972

YOUR ORDER NO.

INVOICE NO.

TERMS: NET 10 Days

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

2600

OBTB Labels for C D F G K P Q T WB X ABB BL BO CONVI ETC  
QL QS and TAB

110 00

2600

Tubes meter taped with Postage, tie bags and deliver to P.O.  
and mail 3rd class

520 00

630 00

TAXABLE MAIL 10% NYC or 63.00 @ 7%  
5% NYS or 31.50 @ .6343%

4.41

2.00

6 41

636 41

1360 00

1996 41

Postage

1996 41

OK FOR PAYMENT #6  
OBTB budget

PLEASE SEND CHECK  
TO THIS OFFICE  
FOR HANDLING

P.A. DeMaere

SHORT-FORM REGISTRATION INFORMATION SHEET

DEPARTMENT OF JUSTICE

Belgian National Tourist Office  
Registration No. 529

JAN 11 10 00 AM '73

Section A

REGISTRATION SECTION

The Department records lists active short-form registration statements for the following persons of your organization on the date indicated with each name. Please show below whether each person is still functioning in the same capacity as indicated. If not, show date of termination.

(Use separate sheet if necessary to explain "yes" answers.)

		ACTIVE?		IF YES - ANY MAJOR CHANGES?		IF NO - DATE ENDED
		Yes?	No?	Yes?	No?	
Roger H. Charlier	Filed 7/19/60 Lecturer		x			Dec. 1, 1960
Nadine de Barry	Filed 7/1/71 Information Desk		x			Dec. 1, 1971
Janine Delafontaine	Filed 7/1/71 Assistant		x			Dec. 1, 1971
Peter A. DeMaerel	Filed 2/18/72 Director	x			x	
Helen L. Kahn	Filed 2/13/56 Travel Promotion		x			Jan. 18, 1971
Marion Koenig	Filed 2/18/72 Admin. Ass't.	x			x	
Ann Neville	Filed 2/18/72 Publicity Ass't	x			x	

Section B

In addition to the persons listed in Section A, list below all current employees who have not filed short-form statements. (Do not include clerks, secretaries, etc.)

Name	Function	Date Hired

Signature: *P. A. De Maerel* Date Jan. 8, 1973  
 Title: Director, Belgian National Tourist Office