October 26, 2017

Dr. Ed Smith

2304 Line Drive

Scottsboro, AL 35768

RE: Letter Subcontract:

Dear Mr. Smith:

The University of Alabama in Huntsville is very pleased to invite you to participate in our conference entitled: “Philosophy and Mysticism: Influences and Interactions,” on December 7-13, 2014.

You will receive reimbursement during the dates of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_for travel expenses as follows: lodging, meals, rental car, gas, cost of round trip coach airfare and miscellaneous expenses. Lodging rates should not exceed the US General Services Administration (GSA) Per Diem rates for your destination which can be found at <http://www.gsa.gov/portal/content/104877>. We will reimburse actual travel expenses not to exceed $2,000. A fully executed letter subcontract must be in place prior to the effective date of performance, therefore please sign this letter where indicated and return immediately. UAH will reimburse only reasonable and economical travel related expenses. Reimbursement shall be made after presentation of a signed copy of this letter, expense form, along with supporting **itemized original receipts.**

By signing below you are accepting this subcontract and agreeing to all terms. If you have any questions, require further information, are unable to accept, please contact Dr. Dale Scope at (256) 824-2454. Please return this signed letter to the University of Alabama in Huntsville, Attn: Dr. Dale Scope, The University of Alabama in Huntsville, Morton Hall, Room 334A, Huntsville, AL 35899.

Sincerely, Approved:

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Dr. Dale Scope Kenya Cole, MBA, CRA

Director, AMSTI Master Site & HASP Director, Office of Sponsored Programs

Accepted:

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

235426 (Account to be charged)