



United States
Department of
Agriculture

Farm and Foreign
Agricultural
Services

Foreign
Agricultural
Services

1400
Independence Ave., SW
Stop 1042
Washington, DC
20250-1042

September 1, 1998

MAP-98012

FMD-98008

SUBJECT: Use of Discounted Airline Tickets

TO: All MAP Participants and FMD Cooperators

There has been an interest in the use of bulk ticket sales, ticket consolidators, and frequent flyer airline tickets. Because the cost of the ticket is not printed on the passenger receipt or is discrepant with receipts used to support reimbursement claims, this renders discounted airline tickets not auditable.

FAS will only reimburse participants/cooperators for the amount shown on the passenger receipt (ticket). Without the passenger receipt (ticket), the airfare is not reimbursable. In the case of contributions, participants/cooperators may only claim the amount shown on the passenger receipt (ticket). The ticket invoice, and the proof of payment (canceled check or cash receipt) must verify the amount printed on the passenger receipt and be presented to FAS auditors.

KENT D. SISSON
Director
Marketing Operations Staff