

June 14, 1978

Memorandum to Mr. Morgan

This will authorize you to charge Professor Gilbert's travel account and reimburse him the amount of \$129.00, for expenses incurred during April and May 1978. Details attached.

Aida L. La Brutte

Attachment

cc. Professor Gilbert

November 22, 1977

Memorandum to Mr. Morgan

This will authorize you to charge Professor Gilbert's travel account and reimburse him the amount of \$1029 for expenses incurred during his recent travel to Europe. Details attached.

Aida L. La Brutte

Attachment

cc. Professor Gilbert

June 20, 1977

Memorandum to Mr. Morgan

This will authorize you to charge Professor Gilbert's travel account and advance him the amount of \$600 in connection with his forthcoming trip to Europe. Details attached.

Aida L. La Brutte

Attachment

cc. Professor Gilbert

May 23, 1977

Memorandum to Mr. Morgan

This will authorize you to charge Professor Gilbert's travel account and reimburse him the amount of \$34.00 for expenses incurred earlier this month in New York City. Details attached.

Aida L. La Brutte

Attachment

cc. Professor Gilbert

January 13, 1977

Memorandum to Mr. Morgan

This will authorize you to charge Professor Gilbert's travel account and reimburse him the amount of \$192.20, for expenses incurred during his trip to attend the annual convention of the American Historical Association, December 27-30, 1976. Details attached.

Aida L. La Brutte

Attachment

cc. Professor Felix Gilbert

GILBERT

October 15, 1976

Memorandum to Mr. Morgan

This will authorize you to charge Professor Gilbert's travel account and reimburse him the amount of \$1118.00, for expenses incurred in Europe during the period August 22 to October 5, 1976. Details attached.

Aida L. La Brutte

Attachment

cc. Professor Gilbert

June 21, 1976

Memorandum to Mr. Morgan

This will authorize you to charge Professor Gilbert's travel account and advance him the amount of \$1,010 in connection with his forthcoming trip to Italy and England. Details attached.

Aida L. La Brutte

Attachment

cc. Professor Felix Gilbert

April 16, 1975

Memorandum to Mr. Morgan

This will authorize you to charge Professor Gilbert's travel account and advance him the amount of \$218.00 for his travel to Johns Hopkins University and Venice. Details attached.

Aida L. La Brutte

Attachment

cc. Professor Gilbert

October 1, 1974

Memorandum to Mr. Morgan

This will authorize you to charge Professor Gilbert's travel account and reimburse him the amount of \$1,586, in connection with expenses incurred during his travel to Europe this summer. Details and breakdown of expenses attached.

Aida L. La Brutte

Attachment

cc. Professor Gilbert

August 27, 1973

Memorandum to Mr. Morgan

This will authorize you to charge \$103.00 to Professor Gilbert's travel fund and reimburse him in that amount for the expenses associated with his travel and research during July and August, in excess of the \$1200 advanced to him on August 22. Attached is a detailed statement of his costs.

Ruth E. Bortell

Attachment

cc: Professor Felix Gilbert

THE INSTITUTE FOR ADVANCED STUDY

PRINCETON, NEW JERSEY 08540

Telephone-609-924-4400

THE SCHOOL OF HISTORICAL STUDIES

August 26, 1973

Dear Mrs. Bortell:

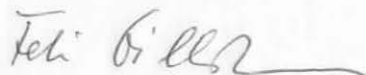
We have safely returned, and - first of all - I want to thank you for arranging that I found a check waiting for me when I came to the Institute.

I now enclose an itemized statement of my expenses which amount to 1.303.- dollars; since I received an advance of 1.200.- dollars, I would have to receive still 103.- dollars from my travel fund.

Perhaps I should explain that these are expenses, incurred and connected with a stay in London, where I worked at the British Museum and the Warburg Institute, during July and August, i. e. after the beginning of the present academic year, and, therefore, after the end of my sabbatical leave.

Until Labor Day, we are trying to keep as "invisible" as possible because the amount of work involved in "resettlement" after an absence of nine months is staggering, but I shall call on you as soon as I am able to emerge from trunks, suitcases and parcels.

Sincerely yours,



Felix Gilbert

August 2, 1973

Memorandum to Mr. Morgan

This will authorize you to charge Professor Gilbert's travel fund in the amount of \$1,200 and have a check drawn to Professor Gilbert to be put in his mailbox on August 22 when he returns from Europe. This represents expenses associated with his stay in London during this month and his travel back to the States, for which he will give a more specific accounting on his return.

Ruth E. Bortell

cc: Professor Felix Gilbert

THE INSTITUTE FOR ADVANCED STUDY

PRINCETON, NEW JERSEY 08540

Telephone-609-924-4400

THE SCHOOL OF HISTORICAL STUDIES

48 Ossington Street, London W2

July 30, 1973

Dear Mrs. Bortell:

Since the academic year of the Institute begins on July 1st, my travel fund which, I believe, was entirely exhausted, will now be filled up again. I want to ask, therefore, whether I can have an advance of 1,200.- (onethousandand~~two~~hundred) dollars from this travel fund. I would be most grateful, if I would find this check in my mailbox when we return to Princeton on August 22. I fear that, by then, my account at the Bank will be rather low, and, on the other hand, our expenses in the first week will be rather considerable, especially since we have to buy immediately a new car.

I shall give a precise accounting after my return, but I might mention now that we are in London, where I am working in the Warburg Institute and the British Museum, since July 1st, and that I figure my living expenses (housing, transportation, food etc.) from July 1st to August 17, when we are sailing, will amount at least to 700.- dollars and my return trip ticket is 488.- dollars (and this does not cover the additional expenses to and from the ports etc.)

I would be lying if I said that we are enthusiastically looking forward to our return. We had an excellent time in Europe, and since we have had in Venice as well as in London rather pleasant apartments we did not feel like living out of trunks. Nevertheless even if our house in Princeton, because of our having rented it, might be in slight disorder, the garden ought to be pleasant.

Sincerely yours,



Felix Gilbert

January 10, 1973

Memorandum to Mr. Morgan

This will authorize you to charge Professor Gilbert's travel fund \$56.80 and reimburse him in that amount for expenses associated with his attendance at a Conference on Renaissance History at Harvard University in November.

Ruth E. Bortell

Attachment

cc: Professor Felix Gilbert

October 4, 1972

Memorandum to Mr. Morgan

This will authorize you to reimburse Professor Gilbert for the expenses indicated on the attached note in connection with work in the Venetian Archives, in the Vatican Library and the Vatican Secret Archives, and at a conference on Renaissance History in Florence during the periods June 1 to July 1, September 8 to September 21, and September 21 to 25. The amount is \$1,485.00, to be charged to his travel fund.

Ruth E. Bortell

Attachment

cc: Professor Gilbert

January 6, 1972

Memorandum to Mr. Morgan

This will authorize you to charge Professor Gilbert's travel fund and reimburse him in the amount of \$48.00 for expenses incurred in connection with his attendance at the American Historical Association annual convention in New York City December 28-30, 1971.

Ruth E. Bortell

Attachment

cc: Professor Gilbert

July 30, 1971

Memorandum to Mr. Morgan

This will authorize you to pay Professor Gilbert \$1,228.00 to cover the expenses, in addition to his advance on April 23, 1971 of \$332, for his recent trip to Europe. Fuller details are given in the attached letter.

Angela E. Wakeham

cc: Professor Gilbert

THE INSTITUTE FOR ADVANCED STUDY
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SCHOOL OF HISTORICAL STUDIES

July 30. 1971

Dear Mrs. Bortell :

I left Princeton on May 20, and I returned on July 28. I spent a full month in Venice, , working in the Archivio and in the manuscript collections of the Libraries; I spent three days in Florence, where I ~~MINERVA~~ had a meeting at the Istituto Nazionale sugli Studi del Rinascimento on questions of the publication of the letters of Lorenzo Magnifico; I ~~MINERVA~~ did research in Berlin on another publication (three days), and I had some further scholarly business in London, where I stayed three days. I would say that of my 60 days in Europe, 45 were working days.

| | | |
|-----------------|--|--------------|
| Travel expenses | from Princeton to Europe | 620.-dollars |
| | Travel in Europe (Venice-Florence, Venice-Berlin, Berlin -London etc.) | 160.-dollars |

| | | |
|-----------------|---------------|--------------|
| Living expenses | | |
| in Venice | 600.- dollars | |
| in Berlin | 80.-dollars | |
| in London | 100.- dollars | |
| | | 780.-dollars |

Together 1560.-dollars

You will remember that, on April 23, I received from my travel Fund an advance of 332.-dollars for this trip; after this advance has been deduced, there remain 1228.- dollars, which I would like to receive from my Travel Fund.

Sincerely yours,

Felix Gilbert
Felix Gilbert

April 23, 1971

Memorandum to Mr. Morgan

This will authorize you to pay Professor Gilbert \$332.00, the remainder of his travel fund for this year, as an advance on his expenses for his trip to Europe to visit the libraries and archives of Venice, Paris, London, etc.

Ruth E. Bortell

Attachment

cc: Professor Felix Gilbert

January 6, 1971

Memorandum to Mr. Morgan

This will authorize you to charge Professor Gilbert's travel fund \$73.50 and reimburse him in that amount for expenses associated with his attendance at the annual convention of the American Historical Association from December 27 to December 30, 1970, as indicated on the attached.

Ruth E. Bortell

cc: Professor Felix Gilbert

Attachment

August 31, 1970

Memorandum to Mr. Morgan

This will authorize you to charge Professor Gilbert's travel fund \$82.50 and reimburse him in that amount to cover the expenses of his trip to Russia in addition to those covered by his advance of \$1100.00 requested on July 1, 1970.

Ruth E. Bortell

cc: Professor Felix Gilbert

THE INSTITUTE FOR ADVANCED STUDY
PRINCETON, NEW JERSEY 08540

SCHOOL OF HISTORICAL STUDIES

August 28, 1970

Dear Mrs. Bortell:


Yesterday evening we returned from our trip to the International Historical Conferences in Leningrad and Moscow. You will remember that I received for this trip an advance of 1100.- dollars from my travel fund; my expenses were slightly higher-as the following statement will show:

I added up all the checks which I paid to the Sanders Travel Agency which made the arrangements for the trip to the Conferences; they amounted to 1916,70.-dollars. I was told that these arrangements included two meals (breakfast and lunch), but these meals were so meagre that one had to spend quite a lot of money on food. I brought into Russia 450.- dollars, and when I left, I had still 157.- dollars, briefly I spent there 293.- dollars, and this exclusively on necessities since we did not buy anything. This amounts together to 2209.- dollars; of course, this includes the expenses for the trip of my wife, so that my own expenses were 1104,50.-dollars.

I have to add a number of items concerning expenses incurred on the trip to and from Russia (we had to make stop-overs in Copenhagen and Amsterdam): transportation Princeton-Kennedy Airport roundtrip 22.- dollars, taxis in Copenhagen and Amsterdam 19.-dollars, airport taxes 8.-dollars, meals and tips 29.-dollars

Alltogether my expenses amounted to 1182,50.-dollars; since I received an advance of 1100.-dollars, I can still claim 82.-dollars from my travel fund.

Sincerely yours,


Felix Gilbert

Travel Fund.

70-71

July 1, 1970

Memorandum to Mr. Morgan

This will authorize you to charge Professor Gilbert's travel fund \$1100.00 and advance that sum to him toward expenses associated with his attending the International Historical Conference this summer in Russia, as indicated on the attached note.

Ruth E. Bortell

Attachment

cc: Professor Felix Gilbert

April 30, 1970

Memorandum to Mr. Morgan

This will authorize you to charge Professor Gilbert's travel fund \$400.00 and advance him that amount toward his expenses in Europe when he will be doing research in the Venetian archives during May and June.

Ruth E. Bortell

Attachment

cc: Professor Gilbert

January 13, 1970

Memorandum to Mr. Morgan

This will authorize you to charge Professor Gilbert's travel fund in the amount of \$37.00 for expenses associated with his trip to Europe in August and September, beyond the estimate for which he received an advance of \$1400 on June 11 and July 28. He has also accumulated expenses of \$89.00 for a trip to the American Historical Association Convention in Washington, D.C. Will you, therefore, please charge his travel fund a total of \$126 and reimburse him in that amount.

The details of Professor Gilbert's expenses are as follows:

| | | |
|---|----------|---------------|
| Fare to Europe and return | \$617.00 | |
| Transportation in Europe and Princeton-New York | 185.00 | |
| Tips and Miscellaneous | 135.00 | |
| 25 days of research | 500.00 | |
| | | <hr/> |
| | | \$1437.00 |
| Three days - meeting of American Historical Assn. in Washington, D.C. - Hotel | 69.00 | |
| Train fare | 20.00 | |
| | | <hr/> |
| | | 89.00 |
| | | <hr/> |
| | | \$1526.00 |
| | | Less- 1400.00 |
| | | <hr/> <hr/> |
| Balance Due FG | - | 126.00 |

Ruth E. Bortell

cc: Professor Felix Gilbert

THE INSTITUTE FOR ADVANCED STUDY
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January 10, 1970

Dear Mrs. Bortell:

I was preparing a statement on my expenses, connected with attendance at the Convention of the American Historical Association ten days ago, when I discovered, to my horror, that I had never given you a precise account of my trip to Europe in August and September of 1969. I had prepared this account on my way back from Italy, but I seem to have forgotten to write you the appropriate letter - probably because I was sick the first week after my return.

I had received from the Institute - from my travel fund - an advance of ^{1400 - plus} 1,500.- dollars. I worked in European libraries and archives, particularly those of Venice, for 25 days, and I attended conferences on Machiavelli in Venice, Florence and Perugia. I was an invited guest during the conferences in Florence and Perugia, and I received a honorarium for the paper which I presented at the conference in Venice, and this honorarium covered my expenses in Venice and some time beyond. I mention this, in order to explain why my expenses on this trip were somewhat lower than I had estimated, i. e. than the advance which I had received.

| | |
|--|----------------|
| Fare to Europe and back | 617.- dollars |
| Transportation in Europe and Princeton-New York | 185.-dollars |
| Tips and Miscellanea | 135.- dollars |
| 25 days of research | 500.- dollars |
| Together | 1437.- dollars |

At the meeting of the American Historical Association, I presented a paper. I stayed in Washington three days. My hotel bill amounted to 69.-dollars (room and

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food), transportation (Metroliner coach from Trenton) 20.- dollars. Together
89.- dollars.

Expenses of my trip to Europe and expenses of attendance at the A.H.A.
Convention together amount to 1.526.- dollars; since I received an advance
of 1.500.- dollars, I would like now to receive from my travel fund 26.- dollars.

Sincerely yours,

Felix Gilbert

Felix Gilbert

1526

July 28, 1969

Memorandum to Mr. Morgan

This will authorize you to charge Professor Gilbert's travel fund \$1,000.00 and advance that amount to him toward expenses connected with his trip to Europe. Professor Gilbert plans to leave next week.

Angela Wakeham

cc: Professor Felix Gilbert

Enclosure

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July 22, 1969

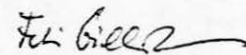
Dear Mrs. Bortell:

I shall be leaving next week for Europe, and I wanted to ask whether I could receive, from my travel fund, a further advance of onethousand dollars.

As I told you before, I shall attend a number of conferences, celebrating the 500th birthday of Machiavelli, first at the Fondazione Cini in Venice on September 10 and 11, then in Florence from September 24 - 29, and in Perugia on October 1 and 2; I shall present papers at the meetings in Venice and Florence. I shall do archival research in Italian archives and, if time permits, also in Germany - in connection with a number of projects to which I am committed.

If course, I shall give an exact account of my expenses after my return. The combination of research and attendance at conferences makes it rather difficult for me to make a precise estimate of my expenses in advance, and that is why I would appreciate to receive this advance from my travel fund.

Sincerely yours,


Felix Gilbert

June 11, 1969

Memorandum to Mr. Morgan

This will authorize you to charge Professor Gilbert's travel fund \$400.00 and advance that amount to him toward expenses associated with his trip to Europe in August, particularly to Venice and Florence where he will be presenting papers.

Ruth E. Bortell

cc: Professor Felix Gilbert

Enclosure

May 15, 1969

Memorandum for Mr. Morgan

Will you please charge Professor Gilbert's travel account and reimburse him in the amount of \$98.20 for expenses incurred in traveling to and from Toronto for a conference sponsored by the Society for Social and Political Thought from May 2-5, 1969.

Ruth E. Bortell

Attachment

cc: Professor Felix Gilbert

January 31, 1969

Memorandum to Mr. Morgan

This will authorize you to charge Professor Gilbert's travel fund \$11.50 and reimburse him in that amount. This represents an expenditure of \$30.50 for attendance at the annual meeting of the Council of the Renaissance Society of America, of which \$19.00 was covered by travel money which Professor Gilbert had held over from the \$1,000 advance he received in December for his trip to Italy, as explained in the attached memoranda.

Ruth E. Bortell

Attachments (2)

cc: Professor Gilbert

THE INSTITUTE FOR ADVANCED STUDY
PRINCETON, NEW JERSEY 08540

SCHOOL OF HISTORICAL STUDIES

January 19, 1968

Dear Mrs. Bortell:

At the beginning of December, I received an advance of 1,000.- dollars out of my travel fund.

I was away 32 days, out of which at least 20 were full working days.

The round trip ticket to Rome amounted to 514.- dollars; transportation from Princeton to Kennedy Airfield, and then travelling in Italy (Milan-Venice; Venice-Genova; Genova-Florence; Florence-Rome) amounted to 87.-dollars.

Furthermore, my expenses on 20 working days were 350.-dollars (I figure my daily expenses as 20. - dollars during 15 days, and during five days -when I stayed at I Tatti in Florence - as 10.- dollars).

| | |
|----------------------------|---------------|
| To sum up: Airplane ticket | 514.- dollars |
| Transportation | 87.- dollars |
| Living expenses | 350.- dollars |
| Together | 981.-dollars. |

This means that 19.- dollars remain from the advance given me in December; since I am going at the end of this week for two days to New York to the Annual Meeting of the Renaissance Society of America and I shall ask you to defray the expenses of this trip from my travel fund, I hope it will be alright with you if I keep the ninety~~eight~~an dollars till I have reported to you about my expenses of the trip to New York.

Sincerely,



Felix Gilbert

THE INSTITUTE FOR ADVANCED STUDY
PRINCETON, NEW JERSEY

SCHOOL OF HISTORICAL STUDIES

October 23, 65

Dear Mrs. Hobson:

In July, before I was leaving for Europe, I received an advance of \$ 1,000.- from my travel fund. I now want to give you an account of my entire travel expenses, insofar as they had a bearing on my scholarly work and activities.

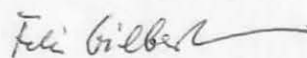
From August 10 to August 18 I was in England, where I worked in London in the British Museum and in Oxford in the Bodleian. I attended - from August 27 to September 5 - the International Historical Congress in Vienna, and from September 10 to September 27, I was in Italy; I worked in Venice, Rome and Florence in archives and libraries, and attended a meeting on the editing of the papers of Lorenzo de' Medici in Florence.

| | |
|--|---------------|
| My travel expenses from Princeton to London, and from Florence to Princeton (boat and airplane), including taxis, tips etc. etc. | 815.- dollars |
| Transportation in Europe (from London to Vienna, from Vienna to Venice, from Venice to Rome and Florence | 175.- dollars |
| Living expenses in London | 130.- dollars |
| Living expenses in Vienna | 190.- dollars |
| Living expenses in Italy | 200.- dollars |

Together 1,510.- dollars

Since I received an advance of 1,000.- dollars, I would have to receive still 510.- dollars from my travel fund. If you need still more detailed information, please let me know.

Sincerely yours,



Felix Gilbert

14 July 1965

Memorandum to Mr. Morgan:

This will authorize you to charge Professor Gilbert's travel fund and pay him the sum of \$1,000, as an advance for his travel to Europe this August and September.

Ro by vt
Robert Oppenheimer

Copy to Professor Gilbert

THE INSTITUTE FOR ADVANCED STUDY
PRINCETON, NEW JERSEY

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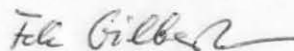
July 9, 65

Dear Mrs. Hobson:

In August and September, I shall be in Europe. I want to attend the International Historical Congress in Vienna and undertake researches in German and Italian libraries and archives. I would like to ask you for an advance of 1,000.- (onethousand) dollars from my Travel Expense Account.

After my return, I shall be glad to give you a detailed statement of the expenses which I shall have incurred. The payments which I have made already-to secure transportation to Europe and within Europe and hotel reservations-indicate that the expenses for the scholarly business of this trip will certainly amount to onethousand dollars.

Sincerely,



Felix Gilbert

Gilbert

24 June 1965

Memorandum to Mr. Morgan:

This will authorize you to charge Professor Gilbert's travel fund and pay him the sum of \$37.00, as reimbursement for his expenses in attending a meeting on Problems of the Renaissance in Cambridge, Massachusetts, June 21, 1965.

Robert Oppenheimer

Copy to Professor Gilbert

THE INSTITUTE FOR ADVANCED STUDY
PRINCETON, NEW JERSEY 08540

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June 22, 1965

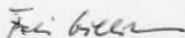
Mrs. Verna Hobson
Institute for Advanced Study
Princeton, New Jersey

Dear Mrs. Hobson:

Yesterday I went up to Cambridge for a luncheon meeting on Problems of the Renaissance. I would like to have my travel expenses compensated for from my travel fund. The expenses were:

| | |
|--|-------------|
| Air shuttle - Newark to Boston and Return | \$30.00 |
| Taxis | <u>7.00</u> |
| TOTAL | \$37.00 |

Sincerely yours,



Felix Gilbert

11 January 1965

Memorandum to Mr. Morgan:

This will authorize you to charge Professor Gilbert's travel fund and pay him the sum of \$92.00, as reimbursement for his travel expenses in attending the meeting of the American Historical Association in Washington, D.C., December 27 - 30, 1964.

Robert Oppenheimer

Copy to Professor Gilbert

THE INSTITUTE FOR ADVANCED STUDY
PRINCETON, NEW JERSEY

SCHOOL OF HISTORICAL STUDIES

JH - 31 - 64

Dear Mrs. McGraw,

I attended the yearly meeting
of the American Historical Association,
and since my expenses, I think, can be
reimbursed from my travel fund, I
enclose a brief statement giving you
the figures.

Sincerely,

Felix Ober

THE INSTITUTE FOR ADVANCED STUDY
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Travel expenses (attendance at the meeting of the American Historical
Association, December 27 - 30, Washington, D.C.)

Railroad, taxis, tips \$ 38.-

Hotelroom, meals \$ 54.-

\$ 92.-

December 31, 64

Felix Gilbert
Felix Gilbert

9 October 1964

Memorandum to Mr. Morgan:

This will authorize you to charge Professor Gilbert's travel fund and pay him the sum of \$1,086., as reimbursement for his travel expenses to Germany and Italy last summer.

Robert Oppenheimer

Copy to Professor Gilbert

Travel Expenses

First I spent two weeks in Germany, where I visited the Max Planck Institut fuer Geschichte in Goettingen, the Institut fuer Zeitgeschichte in Muenchen and had meetings with a number of historians (Mommsen in Cologne, Vierhaus in Muenster, Engel in Tuebingen); then I worked for three weeks in the archives and libraries of Venice and Florence.

| | |
|--|------------|
| Roundtrip(air) from New York to Stuttgart | \$ 521.00 |
| Transportation in U.S., in Germany, from Germany to Italy and back from Italy to Stuttgart | \$ 135.00 |
| Hotels, food etc. | \$ 375.00 |
| Taxis, tips etc. | \$ 55.00 |
| | <hr/> |
| Total | \$ 1086.00 |

October 8, 64

Felix Gilbert

6 January 1963

Memorandum to Mr. Morgan:

This will authorize you to charge Professor Gilbert's travel fund, and pay him the sum of \$61.30, as reimbursement of his expenses in attending the Philadelphia meeting of the American Historical Association in December.

Ro by vH.
Robert Oppenheimer

Copy to Professor Gilbert

THE INSTITUTE FOR ADVANCED STUDY
PRINCETON, NEW JERSEY

SCHOOL OF HISTORICAL STUDIES

January 3, 1964


Mrs. Verna Hobson
The Director's Office
The Institute for Advanced Study
Princeton, New Jersey

Dear Mrs. Hobson:

I attended the convention of the American Historical Association in Philadelphia from December 28th to December 30th. My expenses were \$61.30. To be more specific:

| | |
|---------------|--------------|
| Railroad fare | \$ 4.52 |
| Hotel | 35.78 |
| Taxis, tips | 8.50 |
| Food | <u>12.50</u> |
| | \$61.30 |

Sincerely yours,



Felix Gilbert

FG:rf

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PRINCETON, NEW JERSEY

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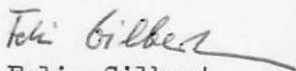
May 20, 1963

Mrs. Verna Hobson
The Director's Office
The Institute for Advanced Study
Princeton, New Jersey

Dear Mrs. Hobson:

Last week I went to Washington to study some papers in the Division of Manuscripts at the Library of Congress and a manuscript in the Folger Shakespeare Library. The expenses which I incurred were \$135.00. I suppose I am right in assuming that I can be compensated for these expenses from my travel account.

Sincerely yours,


Felix Gilbert

FG:rs

22 May 1963

Memorandum to Mr. Morgan:

This will authorize you to charge Professor Gilbert's travel fund and pay him the sum of \$135., as reimbursement of his expenses for travel to Washington.

Robert Oppenheimer

Copy to Professor Gilbert

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PRINCETON, NEW JERSEY 08540

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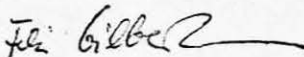
January 29, 1969

Dear Mrs. Bortell:

Last Friday, I went to New York to attend the annual meeting of the Council of the Renaissance Society of America (I am ~~XXXXXXXX~~ on the Board of this Society and chairman of one of its committees on whose work I have to report to the Council). The meeting lasted from Friday to Saturday. My expenses for transportation (railroadfare, taxis) , hotel and meals were
thirty dollars^fifty cents.

You will remember that, from the advance which was given me in December, an unused rest of 19.- dollars remained; without this rest, the expenses of my trip to New York for the meeting of the Renaissance Society were 11.50 dollars.

Sincerely yours



Felix Gilbert

November 13, 1968

Memorandum to Mr. Morgan

This will authorize you to reimburse Professor Gilbert in the amount of \$30 for expenses incurred in London in connection with his research, and to advance him \$1,000 on or about December 2 to cover costs of a trip to Europe during that month, in accordance with the attached note. Please charge these amounts to Professor Gilbert's travel account.

Ruth E. Bortell

cc: Professor Gilbert

Attachment

THE INSTITUTE FOR ADVANCED STUDY
PRINCETON, NEW JERSEY 08540

November 12, 1968


SCHOOL OF HISTORICAL STUDIES

Dear Mrs. Bortell:

As you know, I flew to Germany last week - for family reasons. However, on my way back, I stopped in London to do some work there (using in the British Museum some books that are not available in this country, ordering microfilms, informing myself about the status of some scholarly projects in which I am interested etc, etc.) I stayed in London two nights and one day, and I spent around 30.- dollars; I would be grateful if I could be compensated for these expenses from my travel fund.

I would also like to mention that, in early December, I would like to receive from my travel fund an advance of 1000.- dollars. Since I was unable to go to Europe during the summer, I am anxious to use the Christmas intermission for a trip to Europe, particularly to Italy, where I have to look up documents and manuscripts in various archives. I arrive at the sum of 1000.- dollars in the following way: transportation to Europe and in Europe 600.- dollars, 20 working days at a per diem rate of twenty dollars 400.- dollars (I intend to stay away 30 days but because of the Christmas festivities I doubt that I shall have more than 20 working days). Of course, I shall give an exact accounting after my return.

Many thanks,


Felix Gilbert

January 9, 1968

Memorandum to Mr. Morgan:

This will authorize you to charge Professor Gilbert's travel fund and pay him the sum of \$126.50 as reimbursement for expenses incurred in connection with his attending the convention of the American Historical Association December 28-30, 1967.

Ruth E. Bortell

cc: Professor Gilbert

October 11, 1967

Memorandum to Mr. Morgan

This will authorize you to reimburse Professor Felix Gilbert in the amount of \$393.00 to cover expenses for his trip to Europe this summer beyond the \$500.00 for which he received an advance. Will you please charge the \$393.00 to his travel fund.

Carl Kaysen

cc: Professor Gilbert

THE INSTITUTE FOR ADVANCED STUDY

PRINCETON, NEW JERSEY

October 10, 1967

SCHOOL OF HISTORICAL STUDIES

Dear Mrs. Bortell:

The following concerns the expenses which I incurred on my trip to Europe during the summer, and for which I might be refunded from my travel fund.

During this trip, I attended in London the Anglo-American Conference of Historians at which I chaired one of the sessions, and I attended in Florence a meeting on the editing of Medici papers at the Istituto Nazionale di Studi sul Rinascimento. - I worked in the British Museum, and I did research for a larger project on Renaissance history in Venice (Archivio dei Frari and Biblioteca Marciana), Florence (Biblioteca Riccardiana, Biblioteca Nazionale and Archivio di Stato) and Rome (Biblioteca Angelica).

I would like to list as my expenses:

| | |
|---|----------|
| Transportation from and to Europe and within Europe | \$ 648.- |
| Expenses in Florence, Venice, Rome | \$ 245.- |

| | |
|-------|----------------|
| Total | <hr/> \$ 893.- |
|-------|----------------|

As you will remember, I received an advance of \$ 500.- from my travel fund in August; I would appreciate, therefore, if I could be paid \$ 393. - from my travel fund.

Sincerely yours,



Felix Gilbert

August 10, 1967

Memorandum to Mr. Morgan

This will authorize you to charge \$500.00 against Professor Gilbert's travel fund and deposit that amount in his account #30-1646-2, at the Princeton Bank and Trust Company, for use in connection with his trip to Italy.

Carl Kaysen

cc: Professor Gilbert

THE INSTITUTE FOR ADVANCED STUDY
PRINCETON, NEW JERSEY 08540

SCHOOL OF HISTORICAL STUDIES

August 6, 67
6 MOTCOMB STREET
LONDON SW1

Dear Mike:

Some time before we left, you mentioned that I might have an advance from my travel fund if I denied. Meanwhile - because July 1st has passed - I suppose that my travel fund contains again 1000.- dollars, and I must confess that I would be grateful if 500.- dollars from the travel fund could be paid into my account - 30-1646-2 - at the Princeton Bank and Trust Company.

I intend to give a more exact statement of my travel expenses after my return to Princeton,

And I am sure that my ^{total} amount to move
now 500.-dollars. But I shall know all the
more exact figures only after I have been in
Italy in September, since I shall be working
in the archives in Venice and Florence. But I
can say already now that the mere costs of transportation
will bring my total expenses above 500.-dollar.

In earlier years, I wrote to the Secretary of the
Directors about my travel expenses, and I am not
sure whether the same procedure is followed under
Kaysen. If so, would you show her this letter?
If this transaction is complicated and makes
obstacles, forget about my request. I am sure
you shall be able to manage without getting
these 500.-dollars on my account; this request is
a precaution - for the case that some unexpected demands should
arise - rather than a necessity.

Gilbert

THE INSTITUTE FOR ADVANCED STUDY
PRINCETON, NEW JERSEY

SCHOOL OF HISTORICAL STUDIES

To the Office of the Director
Institute for Advanced Study

From December 27 to December 30, I attended the annual meeting of the American Historical Association, and I would be grateful if the expenses which I incurred could be paid from my travel fund.

My expenses amounted to 71.- dollars (Room 36.- dollars; Registration 1.50 dollars; Railroad, taxis, tips 8.50 dollars; Meals 25.-dollars) .

Thank you very much.

Felix Gilbert
Felix Gilbert

January 3, 67.

*Charge to Gilbert's travel account
OK
OK.*

*Gilbert
travel fund*

19 September 1966

Memorandum to Mr. Morgan:

This will authorize you to charge Professor Gilbert's travel fund and pay him the amount of \$823.00, as reimbursement of expenses for travel in Italy and England during the summer of 1966.

Carl Kaysen

Copy to Professor Gilbert

THE INSTITUTE FOR ADVANCED STUDY
PRINCETON, NEW JERSEY

SCHOOL OF HISTORICAL STUDIES

September 16, 1966

Dear Mrs. Hobson:

I would like to submit to you a statement of my travel expenses. I was in Europe from the middle of May to the middle of August. I spent three weeks in Italy, working in the archives and libraries of Florence and Venice, and I stayed seven weeks in London, working in the British Museum, the Warburg Institute etc.

| | |
|--|----------------|
| Travel expenses from the United States to Europe, within Europe and back to the United States | 700.- dollars |
| Living expenses in Italy | 150.- dollars |
| Living expenses in England | 650.- dollars |
| | <hr/> |
| Together | 1500.- dollars |

Before my departure, I received an advance of 677.- dollars. I would be grateful, therefore, if I could receive, from my Travel Fund, 823.-dollars.

Sincerely yours,



Felix Gilbert

29 April 1966

Memorandum to Mr. Morgan:

This will authorize you to charge Professor Gilbert's travel fund and pay him the sum of \$677., as an advance on his expenses for travel to Europe this summer. Professor Gilbert will submit a detailed account of his expenses after his return.

Robert Oppenheimer

Copy to Professor Gilbert

THE INSTITUTE FOR ADVANCED STUDY
PRINCETON, NEW JERSEY 08540

SCHOOL OF HISTORICAL STUDIES

April 28, 1966

Dear Mrs. Hobson:

I expect to leave for Europe on May 11, and I plan to be back in Princeton by the end of August. The main purpose of my trip will be to do archival research in Italy and to study some manuscript and library materials in London and Oxford. I am just now making the final arrangements for my passage, and I wonder whether I could have an advance from my travel fund. To be specific: I understand from Mr. Morgan that, at the present moment, I have in my travel fund \$677. - , and I would like to use this sum for paying my ticket.

After my return, I shall give a detailed account of my expenses etc.

Sincerely yours,

Felix Gilbert

Felix Gilbert

Gilbert

20 January 1966

Memorandum to Mr. Morgan:

This will authorize you to charge Professor Gilbert's Travel Fund and pay him the sum of \$408 as reimbursement of travel expenses in attending the convention of the American Historical Association in San Francisco, December 27 - 31, 1965.

Robert Oppenheimer

Copy to Professor Gilbert

THE INSTITUTE FOR ADVANCED STUDY
PRINCETON, NEW JERSEY 08540

SCHOOL OF HISTORICAL STUDIES

January 17, 66

Dear Mrs. Hobson:

From December 27 to December 31, I attended the convention of the American Historical Association in San Francisco. My expenses, for which, I suppose, I can be reimbursed from my travel fund, were the following:

| | |
|---|---------------|
| Airfare roundtrip New York-San Francisco plus railroad, taxis, tips etc. | 333.- dollars |
| Hotel, food etc. | 75.- dollars |
| | <hr/> |
| Sum total | 408.- dollars |

Sincerely yours,

Felix Gilbert
Felix Gilbert

29 October 1965

Memorandum to Mr. Morgan:

This will authorize you to charge Professor Gilbert's travel fund and pay him the sum of \$510, as final reimbursement for expenses during his trip to Europe. *last summer*

Ro by VH
Robert Oppenheimer

Copy to Professor Gilbert