

Gillian

Balance	\$31
1 July 1981	<u>\$ 2000</u>
	\$ 2031.00
30 July 1981	<u>219.15</u>
	\$ 1811.85
	1214.00
13 April 1982	<u>\$ 597.85</u>
1 July 1982	<u>+ 2000.00</u>
	\$ 2597.85
30 Mar. 1983	<u>65.75</u>
	\$ 2532.10
28 Apr. 1983	<u>1019.00</u>
	\$ 1513.10
1 July 1983	<u>2000.00</u>
	3513.10

Gillian

Bal. as of 1 Sept 1977: \$ 1489

17 may 1489

0

1 July 1978 1500

284 (tr. 17 may)

1 July 1978 1216

1 July 1979 1500

2716

17 aug. 1687

\$ 1029

8 may '80 329

\$ 700

23 may '80 700 *

1 July 2000

23 may '80 343 *

1657

TOT. \$1043

20 aug. '80 1626

\$ 31

Bal: 1974-75 \$ 670

1327 April 9
(April Trip)

1 July 1500
657

Bal: 1975-76 = 843

843 19 May 1976

0

~~1976/77~~ 1500 1 July 1976
1977/78 1500 1 July 1977

3000

1511 1 Sept 1977

1489

THE INSTITUTE FOR ADVANCED STUDY

May 23, 1985

Professor James F. Gilliam
School of Historical Studies
Institute for Advanced Study

Dear Professor Gilliam:

In response to your letter of May 23, 1985, I requested the Transportation people to charge your Travel Account for the \$150 charge to and from JFK.

By copy of this letter to the Business Office, I am requesting them to issue you a check for the balance in your Travel Account, in the amount of \$1,514.10. Thus, your personal expenses for this trip will amount to \$270.90.

Sincerely,



Ione A. Milner
Secretary to the Director

cc: Business Office

THE INSTITUTE FOR ADVANCED STUDY

PRINCETON, NEW JERSEY 08540

Telephone 609-734-8000

SCHOOL OF HISTORICAL STUDIES

May 23, 1985

Mrs. Ione Milner
Director's Office
Institute for Advanced Study

Dear Mrs. Milner,

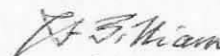
On May 30th I plan to fly from Kennedy Airport to Stuttgart on Pan Am Flight 92B and return to Kennedy on Pan Am Flight 93B on June 11th. My base is to be at Stuttgart and from there I will visit the surrounding areas of Baden and Württemberg to look at Roman materials.

I estimate my expenses will be:

Air Fare	\$655
Limousine to and from Kennedy	150
Trains and taxis in Germany	250
Hotel and meals	<u>880</u>
	\$1935

If my expenses should exceed my travel allowance, I would be glad to make up the difference. Since the air fare has been paid, I would appreciate an advance.

Yours sincerely,



J. F. Gilliam

THE INSTITUTE FOR ADVANCED STUDY

Princeton, New Jersey 08540

HARRY WOOLF
Director

May 23, 1985

Memo to Jim Bess

re: Transportation to/from JFK for
Professor and Mrs. Gilliam

Mrs. Gilliam has requested the following transportation:

Thursday, 30 May 1985

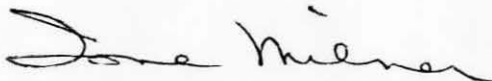
5:00pm	Depart Home 79 Lafayette Road
8:15pm	Depart JFK Pan Am

Tuesday, 11 June 1985

2:05pm	Arrive JFK Pan Am 93-B
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Please charge Professor Gilliam's Travel Account.

Thank you,



Ione Milner

cc: Professor Gilliam
Bob Rossi, Accounting

THE INSTITUTE FOR ADVANCED STUDY

HARRY WOOLF
Director

May 8, 1985

Memo to Jim Bess

re: Transportation to Newark for Professor Gilliam

Professor Gilliam has requested the following transportation:

Friday, 10 May 1985

7:00am

Depart Home
79 Lafayette Road
phone: 921-6628

to Newark Airport

Please charge to Professor Gilliam's Travel Account.

Thank you,



Ione A. Milner

cc: Professor Gilliam
Mr. Bob Rossi, Accounting

THE INSTITUTE FOR ADVANCED STUDY

PRINCETON, NEW JERSEY 08540

Telephone 609-734-8000

SCHOOL OF HISTORICAL STUDIES

May 21, 1984

Mrs. Ione Milner
Director's Office
Institute for Advanced Study

Dear Mrs. Milner,

On May 28 I have made plans to fly from Kennedy Airport to Düsseldorf on Lufthansa Flight 409 and return to Kennedy from Zürich on Pan Am on June 13. My chief purposes are two. I am taking part in the Historia Augusta Colloquium at Maria Laach. At the end of this, I will go up roughly the Rhine along the river at various points, where I can study Roman materials and new excavations.

My expenses will include the following items:

Air fare	\$619
Limousing to and from Kennedy	150
Trains, autos, and taxis in Germany	210
Hotels and meals	<u>820</u>
	\$1799

*OK - 5/21/84
Ione Milner*

I have already paid the air fare and would appreciate an advance.

Yours sincerely,

J. F. Gilliam

J. F. Gilliam

*cc: Business Office - please make
payment by Friday, May 25, 1984.
Thank you.*

April 13, 1982

Memorandum to Mr. Allen Rowe

This will authorize you to charge Professor Gilliam's travel account and reimburse him the amount of \$1,214.00 for expenses connected to his travel to Germany May 18-24, 1982. Details attached.

Aida L. La Brutte
Secretary to the Director

Attachment

cc. Professor Gilliam

July 30, 1981

Memorandum to Mr. Allen Rowe

This will authorize you to charge Professor Gilliam's travel account and reimburse him the amount of \$219.15, in connection with his trip to Boston on 13-14 July 1981. Details attached.

Aida L. La Brutte
Secretary to the Director

Attachment

cc. Professor Gilliam

August 20, 1980

Memorandum to Mr. Allen Rowe

This will authorize you to charge Professor Gilliam's travel account and advance him the amount of \$1,626.00, in connection with his forthcoming trip to Scotland. Details attached.

Aida L. La Brutte
Secretary to the Director

Attachment

cc. Professor Gilliam

May 23, 1980

Memorandum to Mr. Allen Rowe

This will authorize you to advance Professor Gilliam, for travel purposes, the amount of \$1043.00, in connection with his forthcoming trip to Europe. Professor Gilliam has a balance of \$700 in his 1979-80 travel account, therefore please charge the difference of \$343 to his 1980-81 account.

Aida E. La Brutte
Secretary to the Director

Attachment

cc. Professor Gilliam

May 8, 1980

Memorandum to Mr. Allen Rowe

This will authorize you to charge Professor Gilliam's travel account and reimburse him the amount of \$329.00, for expenses incurred during his recent trip to the University of Cincinnati. Details attached.

Aida L. La Brutte
Secretary to the Director

Attachment

cc. Professor Gilliam

August 17, 1979

Memorandum to Mr. Allen Rowe

This will authorize you to charge Professor Gilliam's travel account and advance him the amount of \$1,687.00, in connection with his forthcoming trip to England and Scotland. Details attached.

Aida L. La Brutte
Secretary to the Director

Attachment

cc. Professor Gilliam

15 Aug. 1979

My last request was made on
May 17, 1978, I believe, and my under-
standing is that in my account \$1216
was left over from 1978-79, to which
\$1500 has been added for 1979-80.

May 17, 1978

Memorandum to Mr. Morgan

This will authorize you to advance to Professor Gilliam the amount of \$1773, in connection with his forthcoming trip to Europe during the period 24 May to 14 June 1978. Details attached.

The above amount should be charged as follows: \$1489 charged against Professor Gilliam's 1977-78 travel account, and the balance of \$284 against his 1978-79 travel account.

Aida L. La Brutte

Attachment

cc. Professor Gilliam

September 1, 1977

Memorandum to Mr. Morgan

This will authorize you to charge Professor Gilliam's travel account and advance him the amount of \$1,511. Professor Gilliam will be traveling to Rumania starting 8 September 1977. Details attached.

Aida L. La Brutte

Attachment

cc. Professor Gilliam

May 19, 1976

Memorandum to Mr. Morgan

This will authorize you to charge Professor Gilliam's travel account and advance him the 1975-76 balance in that account of \$843.00. Professor Gilliam will be traveling to Europe May 25th, and will take part in conferences in Bonn, Germany, and Lusanne, Switzerland. Details attached.

Aida L. La Brutte

Attachment

cc. Professor Gilliam

April 9, 1975

Memorandum to Mr. Morgan

This will authorize you to advance Professor Gilliam the amount of \$1,327, in connection with his forthcoming trip to Syria and Lebanon. \$670 should be charged to his 1974-75 travel account, and the balance of \$657 charged against his account for 1975-76. Details attached.

Aida L. La Brutta

Attachment

cc. Professor Gilliam

July 16, 1974

Memorandum to Mr. Morgan

This will authorize you to advance Professor J. F. Gilliam \$879 for travel expenses associated with a trip to London from July 22 to August 5, 1974, the purpose of the trip being to attend the XIV International Congress of Papyrologists. The details are described on the attached sheet.

Thank you.

Sincerely,

Lynne N. Lambert

Enclosure

May 16, 1974

Memorandum to Mr. Morgan

This will authorize you to charge Professor Gilliam's travel account and advance him the amount of \$1,451, for expenses associated with his forthcoming trip to Europe and Turkey, May 22 to June 12, 1974. The attached memorandum gives a detailed breakdown.

Aida L. La Brutte

cc. Professor Gilliam

May 10, 1973

Memorandum to Mr. Morgan

This will authorize you to withdraw from Professor Gilliam's travel account the remainder of his 1972-73 allotment, which is \$929.80, and advance him that amount toward the expenses of his trip to Europe during the month of May as explained in the attached memorandum.

Ruth E. Bortell

Attachment

cc: Professor J. F. Gilliam

August 31, 1972

Memorandum to Mr. Morgan

This will authorize you to advance to Professor J. F. Gilliam \$1,178.20 which should be charged to his travel fund for expenses associated with his trip to Europe. See attached letter of explanation.

Elisabeth Balsa

Attachment

THE INSTITUTE FOR ADVANCED STUDY

PRINCETON, NEW JERSEY 08540

SCHOOL OF HISTORICAL STUDIES

August 31, 1972

Mrs. Elisabeth Balsa
Director's Office

Dear Mrs. Balsa:


I plan to leave on Sunday, September 3, on a trip to Rumania (via Paris) and to Munich returning on Monday, September 25. I shall spend one day in Paris, chiefly seeing colleagues I fear. In Rumania I shall take part in and give a paper at the IXth International Congress of Frontier Studies at Mamaia, September 7-13, after spending a night and a day at Bucharest where I shall visit the National Archaeological Museum. Following the Congress I will make a tour of Roman sites in Rumania from September 14-17, leaving on the 18th for Munich via Belgrade.

In Munich I shall attend the VIth International Congress for Greek and Latin Epigraphy, September 18-24, which will include an excursion to Augsburg.

I estimate my expenses as follows:

Plane ticket, round trip	\$ 518.20
Paris (two nights)	70.00
Bucharest (Sept. 5-6)	40.00
Mamaia	200.00
Rumanian tour	140.00
Munich	210.00
	<hr/>
	\$1178.20

Sincerely yours,



J. F. Gilliam

May 2, 1972

Memorandum to Mr. Morgan

This will authorize you to advance to Professor Gilliam \$1368 which should be charged to his travel fund for expenses associated with a trip to Europe and Tunisia from May 8 to June 5, as indicated on the attached note.

Ruth E. Bortell


Attachment

cc: Professor Gilliam

May 14, 1971

Memorandum to Mr. Morgan

This will authorize you to charge \$1177.20 to Professor Gilliam's travel fund and advance that sum to him to cover his estimated expenses for a trip to Europe from May 16 to June 14 to visit London, Bonn, Paris, Basel, Austria and Jugoslavia for the purposes indicated on the attached.


Ruth E. Bortell

Attachment

cc: Professor J. F. Gilliam

May 5, 1970

Memorandum to Mr. Morgan

This will authorize you to charge Professor Gilliam's travel fund \$1085 for his trip to Europe between May 8 and June 6, and \$79.60 for expenses associated with his attending a symposium at Dumbarton Oaks April 30-May 1, or a total of \$1164.60 for which he should be reimbursed.

Ruth E. Bortell

Attachment: Detailed statement

cc: Professor J. F. Gilliam

December 23, 1969

Memorandum to Mr. Morgan

This will authorize you to charge Professor Gilliam's travel fund \$340.00 and issue him that amount toward his expenses for the meetings of the American Philological Association and the Archaeological Institute of America in San Francisco December 27-30.

Ruth E. Bortell

Attachment

cc: Professor J. F. Gilliam

April 24, 1969

Memorandum for Mr. Morgan

This will authorize you to charge Professor Gilliam's travel fund and pay him the sum of \$880 to cover cost of his travel in Europe to Bonn, Paris, Barcelona, and Lisbon between April 30 and May 21, as indicated on the attached.

Ruth E. Bortell

Attachment

cc: Professor J. F. Gilliam

August 13, 1968

Memorandum to Mr. Morgan

This will authorize you to charge Professor Gilliam's travel fund and pay him, in accordance with the attached statement, the sum of \$462.20.

Carl Kayser

Att.

Copy to Professor Gilliam

Frank,

This is perfectly OK.

Carl.

THE INSTITUTE FOR ADVANCED STUDY

PRINCETON, NEW JERSEY 08540

SCHOOL OF HISTORICAL STUDIES

9 August 1968

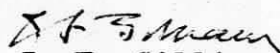
Dear Carl:

I am planning to leave Monday afternoon on a trip during which I will attend and take part in the Twelfth International Congress of Papyrology in Ann Arbor, Michigan, August 13-17. I estimate that my expenses will be \$157.20: travel \$82.20 (\$67.20 for the plane plus \$15 for connecting coach, train, and taxi) and \$75 for room and food.

I would like also to claim an additional \$305, if this is in order, for the unreimbursed part of the cost of my trip in April and May (= \$760 - \$455). The details of this item will become clearer on examination of my letter of April 19 to you, your reply of April 22, and Mrs. Bortell's memorandum of April 22 to Mr. Morgan. It appears that I unintentionally caused confusion in the Business Office by not making my letter more precise.

To sum up, I am now requesting \$157.20 plus \$305 = \$462.20.

Sincerely yours,


J. F. Gilliam

April 22, 1968

Memorandum to Mr. Morgan

This is to authorize you to charge the remainder of Professor Gilliam's 1967-68 travel fund (\$455) to expenses related to his travels in Europe this spring from April 14 to May 15 and to borrow against his next year's travel account in order to meet the total costs of his trip as itemized in the attached letter. If it is convenient to issue him a check by Tuesday, April 23, this will be appreciated, but Professor Gilliam is perfectly agreeable to being reimbursed on his return.

Ruth E. Bortell

cc: Professor Gilliam

Enclosure

April 22, 1968

Dear Frank:

Thanks for your note. You of course should use your travel allowance for the plane trip, and there is no reason why you should not borrow against your next year's funds, if you wish, and cover the whole cost.

Cordially,

Carl Kaysen

Professor J. F. Gilliam
Institute for Advanced Study

bcc: Mr. Morgan

THE INSTITUTE FOR ADVANCED STUDY

PRINCETON, NEW JERSEY 08540

SCHOOL OF HISTORICAL STUDIES

19 April 1968

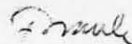
Dr. Carl Kaysen
Director
Institute for Advanced Study

Dear Carl,

I plan to make a twenty-one day trip to Europe, leaving on April 24 and returning on May 15, with the following itinerary and purposes: Bonn, April 25-28 (to take part in a Colloquium on the History of Augusta), Frankfurt, April 29-30 (to visit the Römisch-Germanische Kommission), Spain, May 1-15 (to visit archaeological museums, especially in Madrid and Seville, and Roman sites, especially at Merida, Segovia, and Italica).

The cost I estimate at around \$760 (\$360 for the transatlantic flight plus about \$20 a day for other expenses). The balance remaining in my travel funds account, I believe, is somewhere between \$400 and \$500, and I should like to use this for this trip.

Sincerely yours,



J. F. Gilliam

September 11, 1967

Memorandum to Mr. Morgan:

This will authorize you to charge Professor Gilliam's travel fund and pay him \$660.00 to cover his expenses in connection with his trip to England September 15 to 24 to participate in the Epigraphical Congress in Cambridge - \$458.80 for transatlantic fare and the remainder for living and travel within England.

Carl Kaysen

cc: Professor J. F. Gilliam

April 13, 1967

Memorandum to Mr. Morgan:

This will authorize you to charge Professor Gilliam's travel fund in the following amount and to pay Professor Gilliam in advance for expenses associated with his trip to France and Germany this year from April 26 to May 17:

Air fare -	\$360
Expenses -	525
(Est.)	<u> </u>
	\$885

Carl Kaysen

cc: Professor Gilliam

*Gilliam
Travel*

20 May 1966

Memorandum to Mr. Morgan:

This will authorize you to charge Professor Gilliam's travel fund and pay him the sum of \$1,000 for his expenses for a trip to Germany and England from May 29 to June 28.

Robert Oppenheimer

Copy to Professor Gilliam

THE INSTITUTE FOR ADVANCED STUDY
PRINCETON, NEW JERSEY 08540

May 20, 1966

SCHOOL OF HISTORICAL STUDIES

Dr. Robert Oppenheimer, Director

Dear Dr. Oppenheimer:

I am writing to apply for a grant of \$1,000 toward the expenses of a trip to Germany and England from May 29 to June 28. The purposes of the trip will be to attend a conference on the *Historia Augusta* in Bonn (June 1-4), to visit Roman sites and museums in Germany and particularly the Römisch-Germanische Kommission in Frankfurt (June 5-16), to go to Hadrian's Wall and other military sites in the North of England (June 16-22), and to make use of materials in the British Museum and a papyrological collection in London (June 22-28).

Sincerely yours,

J. F. Gilliam
J. F. Gilliam

JFG:srb

OK
PO