

**From:** Boone, Michelle  
**Sent:** Thursday, April 05, 2012 11:09 AM  
**To:** Berlin, Steve  
**Subject:** Travel to Brussels, Belgium

Hi Steve,

Please be advised that, from March 19 - 23, 2012, I travelled on official City of Chicago business to Brussels, Belgium with the Chicago delegation in support of the Chicago Showcase events that week. My airfare, ground, hotel and meals were paid by Chicago NATO Host Committee and the U.S. Mission to NATO. I accepted no items or services of value beyond these necessary and ordinary travel expenses.

Please let me know if you have any questions or need additional information.

Thank you.

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