

February 17, 1972

Professor Dennis Puleston
Department of Anthropology
University of Minnesota
Minneapolis Campus

Dear Dennis:

The department will be pleased to pay your jet economy airfare of \$214 to the SAA meetings in Miami.

In case you do not know the University red tape about travel expenses, here is the procedure (Mary Lukaska will give you the forms and answer additional questions):

1. Very soon you should see Mary about filling out an authorization for travel outside the state. You can also get an advance of at least 75% of the amount, if you need it.
2. Ten days after returning to Minnesota you must fill out a brief Report to the President on the trip and also an expense report, for which you must have your airplane ticket stub and receipts for the hotel bill.
3. On these various forms your explanation of the reasons for the trip need not be elaborate--a couple of sentences will do.

Have a good trip.

Sincerely,



Frank C. Miller
Professor and Chairman

FCM:nh

cc: Mrs. Mary Lukaska