

Forfeiture

FEDERAL BUREAU OF INVESTIGATION
PAYMENT REQUEST

DRAFT TYPE

Request Type: <input checked="" type="radio"/> Advance <input type="radio"/> Expense	Payment Type: <input checked="" type="radio"/> Commercial <input type="radio"/> Confidential	Forfeiture or Drug Related?: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Catalog: CW
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INFORMATION ABOUT THE REQUESTING EMPLOYEE

Official Bureau Name: (Last, First, Middle) [REDACTED]	Social Security Number: [REDACTED]	Date of Request: 05/01/2007		
Division: Miami	Section: 3460 / 1295	Unit: Squad L-1	Telephone Number: [REDACTED]	File Number: 31E-MM-108062

INFORMATION ABOUT THE REQUESTED PAYEE

Payee Name:
Delaware Secretary of State

Justification:
Certified Copies of Corporate Records for JEJE, Inc.

DETAILS ABOUT THE REQUESTED DRAFT

To be completed by Finance Only		Description:	Amount:
Catalog:	Item Number:		
		Certified Copies of Corporate Records	\$340.00
Total:			\$340

Supervisor: [REDACTED] Date: **5/1/07**

SAC / ASAC / AO / SAS: [REDACTED]

Supply Technician: [REDACTED]

Draft Approval Officer: _____

Procurement Authority: _____

OBLIGATION PROCESSING

Vendor Number:	Group Number:	Obligation Number:	Follow Up Date:
Cost Center: 3460	Squad or RA: 1295 / PB-2	Document Number:	Draft Number:
Signature of Cashier:			Date:

SETTLEMENT OF ADVANCE

Prior Month Advance Balance: _____

This Advance: _____

Less: Receipts: _____

Funds Returned and/or Cash on Hand: _____

Amount to be Reimbursed: _____

EXPENSE PROCESSING

Document Number:	Draft Number:	Signature of Cashier:	Date:
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MEMORANDUM

To: [Redacted] Date: 5/1/2007
Office: Forfeiture Unit – Miami Division, Cost Code: 3460
From: Forfeiture & Seized Property Unit, Finance Division
Subject: Authorization for FBIHQ Asset Forfeiture Expense – FY 2007
Re: e-mail dated 05/01/07

Authority is given to pay the below-indicated expense from the FY 2007 Asset Forfeiture Fund as follows:

Purpose: Forfeiture – Certified Copies of Corporate Records
(Towing, Storage, Appraisal, Title Search, etc.)

Invoice # & Date: _____ A mount Authorized: \$340.00

Date Invoice Received: _____
(Original Invoice must be date stamped upon receipt)

Case Number: 31E-MM-108062

CATS No (If applicable): _____

FF Seizure Number (If applicable): FF

Vendor Name: Delaware Secretary of State Account #: _____
(If reimbursement to you, enter your name, and enter your SSAN for Vendor Number.)

EFT Vendor No: _____
(If Gov't credit card, enter JPM6012100 AT, CV, MM, etc.)

Forfeiture SOC Code & Item Nbr: 552587 Cat: FE55 Item No: 50 44 0000 Copies/Fees

Date of Authorization: May 3, 2007, (This authorization expires in 90 days) Deleted: _____

Field Office: Forward a copy of this form, Original Invoice (date stamped on receipt) and a Draft Request Form (FD-794) to your Third Party Draft Office for processing. File a copy in each Seizure File. Enter expense data entry into PFA and CATS _____

Third Party Draft Office: Amounts over the authorized amount must be approved by FSPU prior to submission for payment. The FD-794 is no longer required to be forwarded to FSPU.

FSPU Facsimile numbers: 202 - 436 - 8118 or 8109 or 8117

[Redacted]
Unit Chief
Forfeiture and Seized Property, FBIHQ

Approved By: Click Here and Select Initials: [Redacted] Deleted: _____
(Entered initials above indicates FSPU approval/authorization)
Click Here and Select

FSPU: E-mailed to above office on: (date) 5/3/07 by (Initials) [Redacted] Deleted: _____

1 - HQ FSPU Forfeiture Examiner (1 copy for Expense File) Deleted: _____

1 - Each Seizure File
Review expense data entry in CATS

1 - FSPU, FSA Forfeiture Financial Analyst (AFF Budget File)

FEDERAL BUREAU OF INVESTIGATION

Precedence: PRIORITY

Date: 05/01/2007

✓ **To:** Miami

✓ **Attn:** [REDACTED]
Third Party Draft

Attn: SA [REDACTED]
PB-2/PBCRA

From: Miami

L-1/PBCRA

Contact: AFI [REDACTED], [REDACTED]

Approved By: [REDACTED]

Drafted By: [REDACTED]

Case ID #: 31E-MM-108062 (Pending)

Title: JEFFREY EPSTEIN;

[REDACTED];
WSTA - CHILD PROSTITUTION

Synopsis: Request advance of \$340.00 to pay for certified copies of corporate records regarding JEGE, Inc. reference captioned case.

Enclosure(s): Enclosed for Third Party Draft is a copy of a certification request sheet for corporate records to be submitted to the State of Delaware, Division of Corporations.

Details: On 4/27/07, Assistant U.S. Attorney [REDACTED] requested that AFI [REDACTED] obtain certified copies of all corporate records for JEGE, Inc. for the purpose of prosecution of captioned case and potential seizure of aircraft registered to JEGE, Inc.

5/1/07, AFI [REDACTED] telephonically contacted the State of Delaware, Division of Corporations (DEDOC) regarding the procedure for obtaining certified corporate records. The DEDOC representative advised that a check must be sent with the request sheet for corporate records and that no invoice could be provided to the FBI in advance of their receipt of the request. The representative advised that an invoice would accompany the certified copies of the records which would be provided to the FBI upon request on the certification request sheet. The DEDOC representative also confirmed that no taxes are charged for these records (as the FBI is a tax exempt

To: Miami From: Miami
Re: 31E-MM-108062, 05/01/2007

entity). The DEDOC indicated that a "Priority 7" day certification request would take approximately two weeks to process. In addition, the DEDOC gave a quote for the various records and a total amount for the corporate records to be requested outlined as follows:

Certified Copy of All Charter Documents: \$34.00
Short Form Good Standing: \$30.00
Certified Copies of All Annual Reports: \$276.00
Total: \$340.00

Third Party Draft is requested to issue AFI [REDACTED] an advance check in the amount of \$340.00 made payable to "Delaware Secretary of State" in order to obtain certified copies of corporate records for JEJE, Inc. AFI [REDACTED] will provide an invoice for these records once obtained from the Delaware Secretary of State. It should be noted that the receipt of the invoice will take 14 to 20 days.

For information of Third Party Draft in order to create a vendor account for the DEDOC:

Delaware Secretary of State
Division of Corporations
John G. Townsend Building
401 Federal Street
Suite 4
Dover, DE 19901
tel: (302) 739-3073

To: Miami From: Miami
Re: 31E-MM-108062, 05/01/2007

LEAD(s) :

Set Lead 1: (Info)

MIAMI

AT MIAMI, FL

Miami Third Party Draft is requested to issue AFI [REDACTED] [REDACTED] an advance check in the amount of \$340.00 made payable to "Delaware Secretary of State" in order to obtain certified copies of corporate records for JEGE, Inc. AFI [REDACTED] will provide an invoice for these records once obtained from the Delaware Secretary of State. It should be noted that the receipt of the invoice will take 14 to 20 days.

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FEDERAL BUREAU OF INVESTIGATION
PAYMENT REQUEST

DRAFT TYPE

Request Type: <input checked="" type="radio"/> Advance <input type="radio"/> Expense	Payment Type: <input checked="" type="radio"/> Commercial <input type="radio"/> Confidential	Forfeiture or Drug Related?: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Catalog: CW
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INFORMATION ABOUT THE REQUESTING EMPLOYEE

Official Bureau Name: (Last, First, Middle) [REDACTED]	Social Security Number: [REDACTED]	Date of Request: 05/01/2007		
Division: Miami	Section: 3460 / 1295	Unit: Squad L-1	Telephone Number: [REDACTED]	File Number: 31E-MM-108062

INFORMATION ABOUT THE REQUESTED PAYEE

Payee Name: Delaware Secretary of State	Social Security or Taxpayer ID Number:
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Justification:
Certified Copies of Corporate Records for Hyperion Air, Inc.

DETAILS ABOUT THE REQUESTED DRAFT

To be completed by Finance Only		Description:	Amount:
Catalog:	Item Number:		
		Certified Copies of Corporate Records	\$946.00
Total:			\$946

Supervisor:	[REDACTED]	Date: 5/1/07
SAC / ASAC / AO / SAS:	[REDACTED]	
Supply Technician:		
Draft Approval Officer:		
Procurement Authority:		

OBLIGATION PROCESSING

Vendor Number:	Group Number:	Obligation Number:	Follow Up Date:
Cost Center: 3460	Squad or RA: 1295 / PB-2	Document Number:	Draft Number:
Signature of Cashier:			Date:

SETTLEMENT OF ADVANCE

Prior Month Advance Balance: _____
This Advance: _____
Less: Receipts: _____
Funds Returned and/or Cash on Hand: _____
Amount to be Reimbursed: _____

EXPENSE PROCESSING

Document Number:	Draft Number:	Signature of Cashier:	Date:
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MEMORANDUM

To: [Redacted] Date: 5/1/2007
Office: Forfeiture Unit – Miami Division, Cost Code: 3460
From: Forfeiture & Seized Property Unit, Finance Division
Subject: Authorization for FBIHQ Asset Forfeiture Expense – FY 2007
Re: e-mail dated 05/01/07

Authority is given to pay the below-indicated expense from the FY 2007 Asset Forfeiture Fund as follows:

Purpose: Forfeiture – Certified Copies of Corporate Records
(Towing, Storage, Appraisal, Title Search, etc.)

Invoice # & Date: _____ Amount Authorized: \$946.00

Date Invoice Received: _____
(Original Invoice must be date stamped upon receipt)

Case Number: 31E-MM-108062

CATS No (If applicable): _____

FF Seizure Number (If applicable): FF

Vendor Name: Delaware Secretary of State Account #: _____
(If reimbursement to you, enter your name, and enter your SSAN for Vendor Number.)

EFT Vendor No: _____
(If Gov't credit card, enter JPM6012100 AT, CV, MM, etc.)

Forfeiture SOC Code & Item Nbr: 552587 Cat: FE55 Item No: 550 44 0000 Copies/Fees

Date of Authorization: May 3, 2007 (This authorization expires in 90 days) Deleted: _____

Field Office: Forward a copy of this form, Original Invoice (date stamped on receipt) and a Draft Request Form (FD-794) to your Third Party Draft Office for processing. File a copy in each Seizure File. Enter expense data entry into PFA and CATS _____

Third Party Draft Office: Amounts over the authorized amount must be approved by FSPU prior to submission for payment. The FD-794 is no longer required to be forwarded to FSPU.

FSPU Facsimile numbers: 202 – 436 -8118 or 8109 or 8117

[Redacted]
Unit Chief
Forfeiture and Seized Property, FBIHQ

Approved By: Click Here and Select Initials: [Redacted] Deleted: _____
(Entered initials above indicates FSPU approval/authorization)
Click Here and Select:

FSPU: E-mailed to above office on: (date) 5/3/07 by (Initials) [Redacted] Deleted: _____

1 - HQ FSPU Forfeiture Examiner (1 copy for Expense File) Deleted: _____

1 - Each Seizure File _____
Review expense data entry in CATS

1 - FSPU, FSA Forfeiture Financial Analyst (AFF Budget File)

FEDERAL BUREAU OF INVESTIGATION

Precedence: PRIORITY

Date: 05/01/2007

✓ To: Miami

✓ Attn: [REDACTED]
Third Party Draft

Attn: SA [REDACTED]
PB-2/PBCRA

From: Miami
L-1/PBCRA

Contact: AFI [REDACTED], [REDACTED]

Approved By: [REDACTED]

Drafted By: [REDACTED]

Case ID #: 31E-MM-108062 (Pending)

Title: JEFFREY EPSTEIN;

[REDACTED]
WSTA - CHILD PROSTITUTION

Synopsis: Request advance of \$946.00 to pay for certified copies of corporate records regarding Hyperion Air, Inc. reference captioned case.

Enclosure(s): Enclosed for Third Party Draft is a copy of a certification request sheet for corporate records to be submitted to the State of Delaware, Division of Corporations.

Details: On 4/27/07, Assistant U.S. Attorney [REDACTED] requested that AFI [REDACTED] obtain certified copies of all corporate records for Hyperion Air, Inc. for the purpose of prosecution of captioned case and potential seizure of aircraft registered to Hyperion Air, Inc.

5/1/07, AFI [REDACTED] telephonically contacted the State of Delaware, Division of Corporations (DEDOC) regarding the procedure for obtaining certified corporate records. The DEDOC representative advised that a check must be sent with the request sheet for corporate records and that no invoice could be provided to the FBI in advance of their receipt of the request. The representative advised that an invoice would accompany the certified copies of the records which would be provided to the FBI upon request on the certification request sheet. The DEDOC representative also confirmed that no taxes are charged for these records (as the FBI is a tax exempt

To: Miami From: Miami
Re: 31E-MM-108062, 05/01/2007

entity). The DEDOC indicated that a "Priority 7" day certification request would take approximately two weeks to process. In addition, the DEDOC gave a quote for the various records and a total amount for the corporate records to be requested outlined as follows:

Certified Copy of All Charter Documents: \$102.00

Short Form Good Standing: \$30.00

Certified Copies of All Annual Reports: \$814.00

Total: \$946.00

Third Party Draft is requested to issue AFI [REDACTED] an advance check in the amount of \$946.00 made payable to "Delaware Secretary of State" in order to obtain certified copies of corporate records for Hyperion Air, Inc. AFI [REDACTED] will provide an invoice for these records once obtained from the Delaware Secretary of State. It should be noted that the receipt of the invoice will take 14 to 20 days.

For information of Third Party Draft in order to create a vendor account for the DEDOC:

Delaware Secretary of State
Division of Corporations
John G. Townsend Building
401 Federal Street
Suite 4
Dover, DE 19901
tel: (302) 739-3073

To: Miami From: Miami
Re: 31E-MM-108062, 05/01/2007

LEAD(s) :

Set Lead 1: (Info)

MIAMI

AT MIAMI, FL

Miami Third Party Draft is requested to issue AFI
[REDACTED] [REDACTED] an advance check in the amount of
\$946.00 made payable to "Delaware Secretary of State" in order
to obtain certified copies of corporate records for Hyperion
Air, Inc. AFI [REDACTED] will provide an invoice for these
records once obtained from the Delaware Secretary of State.
It should be noted that the receipt of the invoice will take
14 to 20 days.

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