



**Department of Energy**  
**National Nuclear Security Administration**  
**Sandia Field Office**  
**P.O. Box 5400**  
**Albuquerque, NM 87185**



To Whom It May Concern:

Subject: Official Travel of Government Contractor

References: 1. VanNess letter 734099 issued May 12, 2017; Subject: *Official Travel of Government Contractor*  
2. DEAR 952.251-70, *Contractor Employee Travel Discounts*, paragraph (f)

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An NTESS employee or subcontractor on official business for NTESS, bearing this letter, is eligible and authorized to use available travel discount rates and associated per diem rates in accordance with the Federal Travel Regulation and/or your agreement with the Federal Government.

Sincerely,

Lindsey E. VanNess  
Contracting Officer  
Office of Contract Administration and  
Business Management

cc:

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