

RE-2 Employee Post Travel Disclosure of Travel Expenses

Date/Time Stamp

Post Travel Filing Instructions: Complete this form within **30 days** of returning from travel. Submit all forms to the Office of Public Records in 232 Hart Building. **This form is a public disclosure. The form and all attachments will be made publicly available.**

Certification: *In compliance with the Regulations Governing Privately Sponsored Travel, Senate Rule 35, and the Honest Leadership and Open Government Act of 2007, I certify that I accepted the following gift of privately sponsored travel:*

Private Sponsor(s):**Travel Dates:**

Conservative Partnership Institute

02/21/2024 - 02/23/2024 (original)

Name of accompanying family member (if any):**Relationship to Traveler:**

Total Expenses

Transportation Expenses	Lodging Expenses	Meals Expenses	Other Expenses (Amount & Description)
\$166.16	\$99	\$118	

I also certify that attached to this form are all required documents for post travel disclosure, including:

- The final **Employee Pre-Travel Authorization** (Form RE-1)
- The final **Private Sponsor Travel Certification Form** with all attachments
- The final invitation
- The final approved itinerary

Finally, I certify that all trip information reflected in the attachments above accurately reflects the travel that I accepted. If there were any changes to the trip after I received approval from the Committee, the changes are described in ATTACHMENT 1.

3/15/2024

Andrew Guernsey

Date

Printed Name of Traveler



Signature of Traveler

TO BE COMPLETED BY SUPERVISING MEMBER/OFFICER

I have made a determination that the expenses set out above in connections with travel described in the Employee Pre-Travel Authorization form, are necessary transportation, lodging, and related expenses as defined in Rule 35.

3/15/2024

Date



Signature of Supervising Senator/Officer

ATTACHMENT 1 – CHANGES FROM APPROVED PRE-TRAVEL

Note: Material changes to a trip that occur after the Committee has issued an approval letter may invalidate the Committee's approval. Please contact the Committee with any questions regarding changes to an approved trip.

Were there any changes to the pre-approved travel expenses? (Transportation, Meals, Lodging, Other)?

☒ Yes ☐ No

Expense Change	Revised Amount	Explanation
+\$66.16	\$166.16	Private transit reimbursed at GSA rate. See below.
-\$99	\$99	Lodging - stayed only one night. See below.
-\$2	\$118	Meals - one fewer breakfast. See below.

Were there any changes to the pre-approved itinerary?

☒ Yes ☐ No

Explanation:

Due to a scheduling conflict, the order of the sessions on February 21st was changed, but the speakers and topics remained unchanged.

Were there any additional changes to the pre-approved trip?

☒ Yes ☐ No

Explanation:

Changes were necessitated due to the recent birth of a child. Andrew used his private car to drive himself directly to/from his residence in Herndon, VA (248 mi. round trip), and left early on February 22nd in the evening after scheduled programming was completed.

REQUEST FOR TRIP MODIFICATION

Pursuant to the *Regulations and Guidelines for Privately Sponsored Travel* § III.E.2:

Senate travelers are expected to participate in the trip as planned by the trip sponsor except as follows:

- A Senate traveler may modify their point of departure or return to facilitate an official purpose if the Senate office pays any difference in cost between the modified travel and the travel as originally planned.
- A Senate traveler may modify their point of departure or return to facilitate a personal purpose only if the Senate traveler pays all transportation expenses in connection with that side of the trip.
- All trip modifications must be approved by the Committee, and must not create an appearance, as determined in the sole discretion of the Committee, that the Senate traveler is using the resources of the sponsoring entity for personal gain or to supplement impermissibly the work of the Senate office.

Trip Sponsor: Conservative Partnership Institute

Trip Dates: February 21, 2024 - February 23, 2024 (changed to February 22)

Original point of departure/return: Washington, DC 20003

Modified point of departure/return: Herndon, VA 20170

Andrew Guernsey

Printed name of traveler

Andrew Guernsey
Signature

3/15/2024

Date

Cindy Hyde-Smith

Printed name of supervising
Senator/officer

Cindy Hyde-Smith
Signature

3/15/2024

Date