



U.S. House of Representatives

COMMITTEE ON ETHICS

Employee Post-Travel Disclosure Form

Original Amendment

This form is for disclosing the receipt of travel expenses from private sources for travel taken in connection with official duties. This form does not eliminate the need to report privately-funded travel on the annual *Financial Disclosure Statements* of those employees required to file them. In accordance with House Rule 25, clause 5, you must complete this form and *file it with the Clerk of the House, B-81 Cannon House Office Building*, within 15 days after travel is completed. Please *do not* file this form with the Committee on Ethics.

NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001.

1. Name of Traveler: Zahraa Saheb
2. a. Name of Accompanying Relative: _____ OR None
- b. Relationship to Traveler: Spouse Child Other (specify): _____
3. a. Dates: Departure: 08/21/2019 Return: 08/23/2019
- b. Dates at Personal Expense, if any: _____ OR None
4. Departure City: D.C. Destination: St. Louis, MO Return City: D.C.
5. Sponsor(s), Who Paid for the Trip: St. Louis AgriBusiness Club
6. Describe Meetings and Events Attended: Visited different farms and facilities and learned about various agricultural policies and priorities.
7. Attached to this form are *each* of the following, *signify that each item is attached by checking the corresponding box*:
 - a. a completed *Sponsor Post-Travel Disclosure Form*;
 - b. the *Primary Trip Sponsor Form* completed by the trip sponsor *prior* to the trip, *including all attachments and the Grantmaking or Non-Grantmaking Sponsor Forms*;
 - c. page 2 of the completed *Traveler Form* submitted by the employee; *and*
 - d. the letter from the Committee on Ethics approving my participation on this trip.
8. a. I represent that I participated in each of the activities reflected in the attached sponsor's agenda.
 Signify statement is true by checking the box:
- b. If not, explain: _____

U.S. HOUSE OF REPRESENTATIVES
OFFICE OF THE CLERK
LEGISLATIVE RESOURCE CENTER
2019 SEP -4 PM 2:08

I certify that the information contained on this form is true, complete, and correct to the best of my knowledge.

Signature of Traveler: Date: 08/30/2019

I authorized this travel in advance. I have determined that all of the expenses listed on the attached *Sponsor Post-Travel Disclosure Form* were necessary and that the travel was in connection with the employee's official duties and would not create the appearance that the employee is using public office for private gain.

Name of Supervising Member: Marc Veasey Date: 08/30/2019

Signature of Supervising Member:



U.S. House of Representatives COMMITTEE ON ETHICS

Sponsor Post-Travel Disclosure Form

Original Amendment

This form must be completed by an officer of any organization that served as the primary trip sponsor in providing travel expenses or reimbursement for travel expenses to House Members, officers, or employees under House Rule 25, clause 5. A completed copy of the form must be provided to each House Member, officer, or employee who participated on the trip *within ten days of their return*. You must answer all questions, and check all boxes, on this form for your submission to comply with House rules and the Committee's travel regulations. Failure to comply with this requirement may result in the denial of future requests to sponsor trips and/or subject the current traveler to disciplinary action or a requirement to repay the trip expenses.

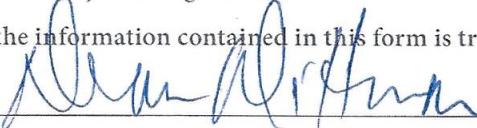
NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001.

- Sponsor(s) who paid for the trip: St. Louis Agribusiness Club
- Travel Destination(s): St. Louis, Missouri
- Date of Departure: August 21, 2019 Date of Return: August 23, 2019
- Name(s) of Traveler(s): Art Motta, Carley Esser, Brad Korten, Ted Steinberg, Zahraa Saheb, Sydney Scott
Note: You may list more than one traveler on a form only if all information is identical for each person listed.
- Actual amount of expenses paid on behalf of, or reimbursed to, each individual named in Question 4:

	Total Transportation Expenses	Total Lodging Expenses	Total Meal Expenses	Total Other Expenses (dollar amount per item and description)
Traveler	\$328.11	\$260.00	\$111.85	
Accompanying Family Member				

- All expenses connected to the trip were for actual costs incurred and not a *per diem* or lump sum payment. Signify statement is true by checking box:

I certify that the information contained in this form is true, complete, and correct to the best of my knowledge.

Signature:  Date: August 29, 2019

Name: Dean Dittmar Title: Executive Director

Organization: St. Louis Agribusiness Club

I am an officer of the above-named organization. Signify statement is true by checking box:

Address: 1105 Old Vincennes Trail, O'Fallon, IL 62269

Telephone: (618) 604.1622 Email: stlouisagclub@gmail.com

Committee staff may contact the above-named individual if additional information is required.

If you have questions regarding your completion of this form, please contact the Committee on Ethics at 202-225-7103.



U.S. House of Representatives

COMMITTEE ON ETHICS

TRAVELER FORM

1. Name of Traveler: Zahraa Saheb
2. Sponsor(s) who will be paying for the trip: St. Louis AgriBusiness Club
3. City and State OR Foreign Country of Travel: ST. Louis, MO
4. a. Date of Departure: 08/21/2019 Date of Return: 08/23/2019
 b. Will you be extending the trip at your personal expense? Yes No
 If yes, list dates at personal expense: _____
5. a. Will you be accompanied by a family member at the sponsor's expense? Yes No **If yes:**
 (1) Name of Accompanying Family Member: _____
 (2) Relationship to Traveler: Spouse Child Other (specify): _____
 (3) Accompanying Family Member is at least 18 years of age: Yes No
6. a. Did the trip sponsor answer "Yes" to Question 8(c) on the *Primary Trip Sponsor Form* (i.e., travel is sponsored by an entity that employs a registered federal lobbyist or a foreign agent)? Yes No
 b. **If yes**, and you are requesting lodging for two nights, explain why the second night is warranted:

7. *Primary Trip Sponsor Form* is attached, including agenda, invitee list, and any other attachments and contributing sponsor forms: Yes No
 NOTE: The agenda should show the traveler's individual schedule, including departure and arrival times and identify the specific events in which the traveler will be participating.
8. Explain why participation in the trip is connected to the traveler's individual official or representational duties. **Staff should include their job title and how the activities on the itinerary relate to their duties.**
As the Legislative Assistant that handles nutrition and animals, I hope to learn more about the agricultural industry, the animals on these farms, and the policies needed to better support farmers and their work in providing for our economy and sustaining our food sources.
9. Is the traveler aware of any registered federal lobbyists or foreign agents involved planning, organizing, requesting, or arranging the trip? Yes No
10. For staff travelers, to be completed by your employing Member:

ADVANCED AUTHORIZATION OF EMPLOYEE TRAVEL

I hereby authorize the individual named above, an employee of the U.S. House of Representatives who works under my direct supervision, to accept expenses for the trip described in this request. I have determined that the above-described travel is in connection with my employee's official duties and that acceptance of these expenses will not create the appearance that the employee is using public office for private gain.

Signature of Employing Member

Date 07/19/2019



U.S. House of Representatives

COMMITTEE ON ETHICS

Primary Trip Sponsor Form

This form should be completed by private entities offering to provide travel or reimbursement for travel to House Members, officers, or employees under House Rule 25, clause 5. A completed copy of the form (and any attachments) should be provided to each invited House Member, officer, or employee, who will then forward it to the Committee together with a *Traveler Form* at least 30 days before the start date of the trip. The trip sponsor should *NOT* submit the form directly to the Committee. The Committee website (ethics.house.gov) provides detailed instructions for filling out the form.

NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001. Failure to comply with the Committee's Travel Regulations may also lead to the denial of permission to sponsor future trips.

1. Sponsor who will be paying for the trip: St. Louis AgriBusiness Club
2. I represent that the trip will not be financed, in whole or in part, by a registered federal lobbyist or foreign agent. Signify that the statement is true by checking box:
3. **Check only one.** I represent that:
 - a. The primary trip sponsor has not accepted from any other source, funds intended directly or indirectly to finance any aspect of the trip: OR
 - b. The trip is arranged without regard to congressional participation and the primary trip sponsor has accepted funds only from entities that will receive a tangible benefit in exchange for those funds: OR
 - c. The primary trip sponsor has accepted funds from other source(s) intended directly or indirectly to finance all or part of this trip and has enclosed disclosure forms from each of those entities.
If "c" is checked, list the names of the additional sponsors: _____
4. Provide names and titles of **ALL** House Members *and* employees you are inviting. For each House invitee, provide an explanation of why the individual was invited (include additional pages if necessary): See attached invitation list. US House staff invited to educate about the agricultural industry for prep in advising House members.
5. Is travel being offered to an accompanying family member of the House invitee(s)? Yes No
6. Date of Departure: Wednesday, August 21, 2019 Date of Return: Friday, August 23, 2019
7. a. City of departure: Washington, DC
b. Destination(s): St. Louis, MO
c. City of return: Washington, DC
8. **Check only one.** I represent that:
 - a. The sponsor of the trip is an institution of higher education within the meaning of section 101 of the Higher Education Act of 1965: OR
 - b. The sponsor of the trip does not retain or employ a registered federal lobbyist or foreign agent: OR
 - c. The sponsor employs or retains a registered federal lobbyist or foreign agent, but the trip is for attendance at a one-day event *and* lobbyist / foreign agent involvement in planning, organizing, requesting, or arranging the trip was *de minimis* under the Committee's travel regulations.
9. **Check only one of the following:**
 - a. I checked 8(a) or (b) above:
 - b. I checked 8(c) above but am not offering any lodging:
 - c. I checked 8(c) above and am offering lodging and meals for one night: OR
 - d. I checked 8(c) above and am offering lodging and meals for two nights: If you checked this box, explain why the second night of lodging is warranted: _____



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10. Attached is a detailed agenda of the activities House invitees will be participating in during the travel (i.e., an hourly description of planned activities for trip invitees). Indicate agenda is attached by checking box:
11. Check only one of the following:
- a. I represent that a registered federal lobbyist or foreign agent will not accompany House Members or employees on any segment of the trip. Signify that the statement is true by checking box: OR
 - b. Not Applicable. Trip sponsor is a U.S. institution of higher education:
12. For each sponsor required to submit a sponsor form, describe the sponsor's interest in the subject matter of the trip and its role in organizing and/or conducting the trip:
- Event will educate US House staff about the agricultural industry from farm to fork, production, processing, and transportation of products to the consumer. Sponsor will plan, organize, and finance the event. Club members will make host site contacts and interact with US House staffers at host site stops throughout the event.
13. Answer parts a and b. Answer part c if necessary:
- a. Mode of travel: Air Rail Bus Car Other (specify: _____)
 - b. Class of travel: Coach Business First Charter Other (specify: _____)
 - c. If travel will be first class, or by chartered or private aircraft, explain why such travel is warranted:

14. I represent that the expenditures related to local area travel during the trip will be unrelated to personal or recreational activities of the invitee(s). Signify that the statement is true by checking box:
15. Check only one. I represent that either:
- a. The trip involves an event that is arranged or organized without regard to congressional participation and that meals provided to congressional participants are similar to those provided to or purchased by other event attendees: OR
 - b. The trip involves events that are arranged specifically with regard to congressional participation:
If "b" is checked:
- 1) Detail the cost per day of meals (approximate cost may be provided): Aug 21(lunch/dinner) - \$40,
Aug 22(breakfast/lunch/dinner) - \$49, Aug 23(breakfast/lunch) - \$30
 - 2) Provide the reason for selecting the location of the event or trip: St. Louis region is the center of the Midwest where many agribusinesses produce, process, conduct research, and transport agricultural products.
16. Name, nightly cost, and reasons for selecting each hotel or other lodging facility:
- Hotel Name: Drury Plaza Hotel at the Arch City: St. Louis, MO Cost Per Night: \$150.80
Reason(s) for Selecting: centrally located, close to major modes of transportation, and cost
- Hotel Name: _____ City: _____ Cost Per Night: _____
Reason(s) for Selecting: _____
- Hotel Name: _____ City: _____ Cost Per Night: _____
Reason(s) for Selecting: _____
17. I represent that all expenses connected to the trip will be for actual costs incurred and not a per diem or lump sum payment. Signify that the statement is true by checking box:



U.S. House of Representatives

COMMITTEE ON ETHICS

18. Total Expenses for each Participant:

<input type="checkbox"/> Actual Amounts	Total Transportation Expenses per Participant	Total Lodging Expenses per Participant	Total Meal Expenses per Participant
<input checked="" type="checkbox"/> Good Faith Estimates			
For each Member, Officer, or Employee	Coach airfare, car, train (\$304), bus(\$25) = \$329	\$301.60	\$119.00
For each Accompanying Family Member	\$0	\$0	\$0

	Other Expenses (dollar amount per item)	Identify Specific Nature of "Other" Expenses (e.g., taxi, parking, registration fee, etc.)
For each Member, Officer, or Employee	\$0	None
For each Accompanying Family Member	\$0	None

NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001.

19. Check only one:

- a. I certify that I am an officer of the organization listed below: OR
- b. *Not Applicable.* Trip sponsor is an individual or a U.S. institution of higher education.

20. I certify that I am not a registered federal lobbyist or foreign agent for any sponsor of this trip.

21. I certify by my signature that the information contained in this form is true, complete, and correct to the best of my knowledge.

Signature: *Matt Amick* Date: May 24, 2019

Name: Matt Amick

Title: Board Secretary & Chair of Congressional Tour Committee

Organization: St. Louis AgriBusiness Club

Address: 3118 Emerald Lane, Jefferson City, MO 65109

Telephone: (800) 827.4181 - office, (573) 690.8102 - mobile

Email: mamick@mocorn.org

If there are any questions regarding this form, please contact the Committee at the following address:

Committee on Ethics

U.S. House of Representatives

1015 Longworth House Office Building, Washington, D.C. 20515

Phone: 202-225-7103 General Fax: 202-225-7392

Theodore E. Deutch, Florida
Chairman

Kenny Marchant, Texas
Ranking Member

Grace Meng, New York
Susan Wild, Pennsylvania
Dean Phillips, Minnesota
Anthony Brown, Maryland

John Ratcliffe, Texas
George Holding, North Carolina
Jackie Walorski, Indiana
Michael Guest, Mississippi



ONE HUNDRED SIXTEENTH CONGRESS

U.S. House of Representatives

COMMITTEE ON ETHICS

Thomas A. Rust
Staff Director and Chief Counsel

David W. Arzojo
Counsel to the Chairman

Christopher A. Donesa
Counsel to the Ranking Member

1015 Longworth House Office Building
Washington, D.C. 20515-6328
Telephone: (202) 225-7103
Facsimile: (202) 225-7392

August 19, 2019

Ms. Zahraa Saheb
Office of the Honorable Marc Veasey
2348 Rayburn House Office Building
Washington, DC 20515

Dear Ms. Saheb:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to St. Louis, Missouri, scheduled for August 21 to 23, 2019, sponsored by St. Louis AgriBusiness Club.

You must complete an Employee Post-Travel Disclosure Form (which your employing Member must also sign) and file it, together with a Sponsor Post-Travel Disclosure Form completed by the trip sponsor, with the Clerk of the House within 15 days after your return from travel. As part of that filing, you are also required to attach a copy of this letter and both the Traveler and Primary Trip Sponsor Forms (including attachments) you previously submitted to the Committee in seeking pre-approval for this trip. If you are required to file an annual Financial Disclosure Statement, you must also report all travel expenses totaling more than \$390 from a single source on the "Travel" schedule of your annual Financial Disclosure Statement covering this calendar year. Finally, Travel Regulation § 404(d) also requires you to keep a copy of all request forms and supporting information provided to the Committee for three subsequent Congresses from the date of travel.

If you have any further questions, please contact the Committee's Office of Advice and Education at extension 5-7103.

Sincerely,

Theodore E. Deutch
Chairman

Kenny Marchant
Ranking Member

TED/KM:mso

Friday, August 23

8 – 8:15 a.m. **Travel to Nestle Purina PetCare**
2s Checkerboard Square, St. Louis, MO 63164
Breakfast provided.

8:15 – 10:30 a.m. **Tour of Nestle Purina PetCare**

Headquartered in St. Louis, Nestle Purina PetCare was founded in 1894 and employs over 6,500 people in U.S. and many more worldwide. Nestle Purina provides quality, nutritional products for pets while raising awareness for the welfare of pets and the needs of dogs, cats and other pets. Nestle Purina is considered a great place to work, even allowing employees to bring their pets into the offices every day.

The group will receive a tour of the Nestle Purina headquarters and hear presentations on the company, the challenges in their industry and how they strive to be sustainable.

8:15 a.m. Arrive via bus at Checkerboard Square, Check-In, Name Badges: Tower Lobby Building

10:30 a.m. Depart Checkerboard Square

10:30 – 10:45 a.m. **Travel to Anheuser-Busch Brewery**
12th and Lynch St.
St. Louis, MO 63118

10:45 a.m. – 12 p.m. **Tour Anheuser-Busch Brewery**

Founded in 1852, Anheuser-Busch, based in St. Louis, operates 12 breweries in the United States and is a subsidiary of Anheuser-Busch InBev, the largest beer producer in the world.

In order to make their products, A-B houses a large grain procurement division. The group will hear how the company procures the ingredients they need to make the high quality products we enjoy. The group will also receive a tour of the brewery.

12 – 12:30 p.m. **Lunch**

12:30 – 1:30 p.m. **Recap of Tour and closing comments and suggestions for next Tour**

A panel discussion involving a few of the key agricultural leaders from the Tour will provide an opportunity for the group to ask final questions. We also ask the attendees to provide feedback and suggestions on how to improve the event.

1:30 – 2:00 p.m. **Travel to Lambert International Airport**
10701 Lambert International Blvd.
St. Louis, MO 63145

3:55 p.m. CT – 6:55 p.m. ET **Southwest Airlines flight from Lambert International (STL) to Reagan International (DCA)**

▶ SAVE THE DATE

2019
AGMAZING
CONGRESSIONAL TOUR

AUGUST 21-23, 2019

The 2019 AgMazing Congressional Tour, sponsored by the St. Louis Agribusiness Club, will highlight the agricultural progress and collaboration in Missouri and Illinois. The St. Louis region is vital to meeting the food, fiber and fuel needs of a growing world. This three-day tour will provide the opportunity to learn about and see the heartland of agriculture infrastructure, innovation and advancement.

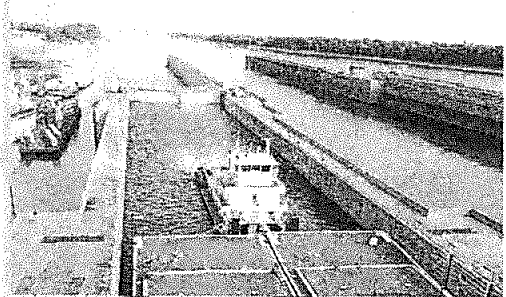
Travel provisions from the St. Louis Agribusiness Club will include flights, hotel for two nights, ground transportation and meals. The 2019 AgMazing Congressional Tour will be limited to 30 Congressional staff, so don't delay — reserve your spot today by contacting Dean Dittmar by phone at (618) 604-1622 or email at stlouisagclub@gmail.com

STLOUISAGCLUB.ORG



TOUR STOPS

MISSISSIPPI RIVER
LOCK AND DAM



LIVESTOCK AND
ROW CROP FARMS



BUNGE GRAIN
TERMINAL



NESTLE PURINA
PETCARE



DONALD DANFORTH
PLANT SCIENCE CENTER



ANHEUSER-BUSCH