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FUL-0058-64

Copy 2 of 6

5 October 1964

PAYMENT PLAN FOR ITEK CORPORATION

All payments to the Itek Corporation pursuant to Contract No. MB-1956 and MB-1957, including interim and final payments for work and services performed for which vouchers have been submitted, will be accomplished as follows:

1. Interim and final vouchers submitted by the Itek Corporation will be certified for payment by the Chief, Budget and Finance Branch, OSA.

2. Interim and final vouchers submitted by the Itek Corporation will be approved by the Contracting Officer.

3. U.S. Treasury Checks will be drawn in the amounts of authorized payment by the on-site Representative of the Chief Disbursing Officer, payable to Itek Corporation, and mailed with a sterile form showing the appropriate contract number and invoice (voucher) number(s) for which the check is in payment.

4. Checks will be transmitted to the Itek Corporation in double envelopes. The inner envelope will be marked: "To be opened by Mr. J.E. Lilley only." The outer envelope will be addressed to:

William N. Snouffer
P.O. Box 115
Bedford, Massachusetts 01730

The return address will read:



CONCURRENCES:

SIGNED _____ 10-5-64
DATE
Contracting Officer, OSA

SIGNED _____ 10-8-64
DATE
CH/RB/OSA

SIGNED _____ 10-5-64
DATE
CH/BFB/OSA

CD/OSA/DD-S&T/JMCDONALD: bds
Dist: Cy 1 & 2 - CD/OSA MB-1956/57
3 - SS/OSA
4 & 5 - BFB/OSA
6 - RB/OSA

SIGNED _____ 10-7-64
DATE
CH/SS/OSA

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