

2520005097647

1650 KING STREET
SUITE 301
ALEXANDRIA, VA 22314
(703) 684-0836
FAX: (703) 684-0263

December 18, 1992

Pension and Welfare Benefit Administration
PO Box 75212
Washington, D.C. 20013-5212

JAN 7 1993

RE: National Business Travel Association
Deferred Compensation ("Top Hat") Plan

Gentlemen:

Pursuant to 29 C.F.R. Section 2520.104-23, we are writing to advise you that the National Business Travel Association (hereinafter referred to as the "employer"), with principal offices located at 1650 King Street, Alexandria, Virginia 22314 (EIN #237058143), established in 1991, a single, unfunded deferred compensation "top hat" plan. This is the only such plan maintained by the employer and is maintained primarily for the purpose of providing deferred compensation for one of its highly compensated employees. This statement is provided to you for the purpose of satisfying the alternative method of compliance described in the above cited regulation.

This statement is being filed within the extended Grace Period for assessment of civil penalties under ERISA Section 502 (c)(2) as set forth in Department of Labor notices published in the Federal Register at 57 F.R. 14436, 33019 and 43477. Pursuant to these notices, a check in the amount of \$1,000 payable to the Department of Labor is enclosed.

Additional information, including a copy of the plan document, will be provided upon request, as required under ERISA Section 104 (a)(1).

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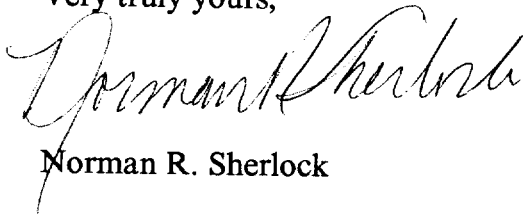
NATIONAL BUSINESS TRAVEL ASSOCIATION, INC.
THE VOICE OF BUSINESS TRAVEL MANAGEMENT
Member of the International Business Travel Association

December 18, 1992

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If you have any questions, please do not hesitate to contact the undersigned or our attorneys, Timothy B. McBride or Kenneth G. Robbett, of the law firm of Smith, Heenan & Althen, 1110 Vermont Avenue, N.W., Washington, D.C. 20005 (tel no. 202-887-0800).

Very truly yours,

A handwritten signature in cursive script, appearing to read "Norman R. Sherlock".

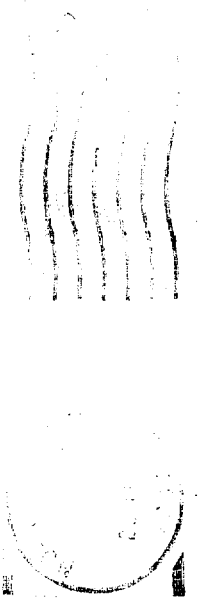
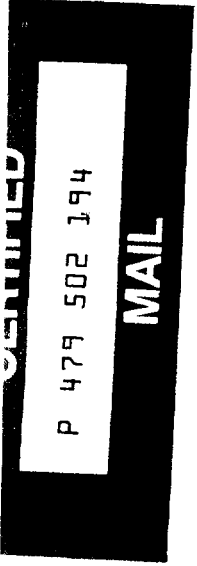
Norman R. Sherlock

NRS/ets

Enclosure

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NATIONAL BUSINESS
TRAVEL ASSOCIATION, INC.
1650 KING STREET
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ALEXANDRIA, VA 22314

Perreon & deLafosse Budget
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