

Titus County  
Training & Travel Authorization Form

Person requesting training: John Mark Coben  
Job Title: Titus County Attorney  
Date of request: (Must be 30 days prior to training) 1-31-13

1. Title of conference, seminar or training Investigating + Prosecuting Crimes Against Children
2. Destination/location of training Dallas TX
3. Is training mandatory  or optional ? (satisfies part of my mandatory CLE hours)
4. Dates of training: April 16 to April 19
5. Dates of actual travel: only attending Wed April 17<sup>th</sup> + April 18<sup>th</sup>
6. Cost of Registration: \$ 0.00
7. Total cost of meals (\$40.00 per day): \$ 60.00
8. Total cost of hotel/motel accommodations: \$ 228.21
9. Will you travel by carpooling or by your personal vehicle? POV  
If carpooling, will the vehicle used be your personal vehicle? \_\_\_\_\_
10. Approximate total cost of travel: \$ 0.00 or the approximate total miles to be claimed I receive a travel allowance
11. Total approximate cost of training including attendance, meals, hotel accommodations, and travel. \$ 438.21 (A portion of this will be reimbursed to the county)  
see letter

I affirm the above listed training and costs are the most reasonable cost to Titus County with all factors included.

Elected Official: John Mark Coben Date: 1-31-13

County Judge \_\_\_\_\_ Date \_\_\_\_\_

Commissioner, Precinct 1 \_\_\_\_\_ Date \_\_\_\_\_

Commissioner, Precinct 2 \_\_\_\_\_ Date \_\_\_\_\_

Commissioner, Precinct 3 \_\_\_\_\_ Date \_\_\_\_\_

Commissioner, Precinct 4 \_\_\_\_\_ Date \_\_\_\_\_

*Dianne*

Titus County  
Training & Travel Authorization Form

Person requesting training: Judy Cook  
Job Title: TAX A/C  
Date of request: (Must be 30 days prior to training) 3-8-13

1. Title of conference, seminar or training Chapter Meeting for TAAO -
2. Destination/location of training Tyler TX
3. Is training mandatory  CEUs or optional \_\_\_\_\_?
4. Dates of training: 3-22-13 to \_\_\_\_\_
5. Dates of actual travel: 3-22-13
6. Cost of Registration: \$ 1500
7. Total cost of meals (\$40.00 per day): \$ 0
8. Total cost of hotel/motel accommodations: \$ 0
9. Will you travel by carpooling or by your personal vehicle? personal vehicle  
If carpooling, will the vehicle used be your personal vehicle? \_\_\_\_\_
10. Approximate total cost of travel: \$ 82.49 or the approximate total miles to be claimed 146  
 $146 \times .565 = 82.49$
11. Total approximate cost of training including attendance, meals, hotel accommodations, and travel. \$ 97.49

I affirm the above listed training and costs are the most reasonable cost to Titus County with all factors included.

Elected Official: Judy Cook Date: 3-8-13

_____ County Judge	_____ Date
_____ Commissioner, Precinct 1	_____ Date
_____ Commissioner, Precinct 2	_____ Date
_____ Commissioner, Precinct 3	_____ Date
_____ Commissioner, Precinct 4	_____ Date