

Titus County
Training & Travel Authorization Form

Person requesting training: Lt Woody Hughes

Job Title: Lieutenant/Civil

Date of request: (Must be 30 days prior to training) 6/12/13

1. Title of conference, seminar or training: Statewide Conference on Violence Against Women
2. Destination/location of training: Irving, Texas
3. Is training Mandatory _____ or optional X?
4. Dates of training: July 22 to July 24
5. Dates of actual travel: July 22
6. Cost of Registration: \$Free
7. Total cost of meals (\$40.00 per day): \$180.00
8. Total Cost of Hotel/Motel accommodations: \$Free
9. Will you travel by carpooling or by your personal vehicle? No
If carpooling, will the vehicle used be your personal vehicle? No
10. Approximate total cost of travel: N/A or the approximate total miles to be claimed N/A
11. Total approximate cost of training including attendance, meals, hotel accommodations, and travel. \$180.00

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

Elected Official: _____

Date: June 24, 2013

County Judge

Date

Commissioner, Precinct 1

Date

Commissioner, Precinct 2

Date

Commissioner, Precinct 3

Date

Commissioner, Precinct 4

Date

*Dianne Court
7-8-2013*