

Titus County
Training & Travel Authorization Form

Person requesting training: Cleve Johnson

Job Title: Constable

Date of request: (Must be 30 days prior to training) 1/10/14

1. Title of conference, seminar or training Civil Process
2. Destination/location of training Texas Justice Court Training Center
3. Is training Mandatory ☒ or optional ☐ ?
4. Dates of training: 2/23 to 2/26/2014
5. Dates of actual travel: 2/23 - 2/26/2014
6. Cost of Registration. \$ 100
7. Total cost of meals (\$ 40 per day): \$ 160⁰⁰
8. Total Cost of Hotel/Motel accommodations \$ 178⁵⁰
9. Will you travel by carpooling or by your personal vehicle?
If carpooling, will the vehicle used be your personal vehicle? yes
10. Approximate total cost of travel: 313⁰¹ or the approximate total miles to be claimed 554
11. Total approximate cost of training including attendance, meals, hotel accommodations, and travel. \$651⁵¹

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

Elected Official: Cleve Johnson Date: 1/9/14

County Judge

Date

Commissioner, Precinct 1

Date

Commissioner, Precinct 2

Date

Commissioner, Precinct 3

Date

Commissioner, Precinct 4

Date

Dianne Court
1-13-2014

Titus County
Training & Travel Authorization Form

Person requesting training: Lisa Toland

Job Title: Res. Dep. Constable

Date of request: (Must be 30 days prior to training) 1/10/14

1. Title of conference, seminar or training Civil Process
2. Destination/location of training Texas Justice Court Training Center
3. Is training Mandatory ☒ or optional ☐ ?
4. Dates of training: 2/23 to 2/26/2014
5. Dates of actual travel: 2/23 to 2/26/2014
6. Cost of Registration. \$ 100
7. Total cost of meals (\$ 40 per day): \$ 160⁰⁰
8. Total Cost of Hotel/Motel accommodations \$ 178⁵⁰ (for 3 nights)
9. Will you travel by carpooling or by your personal vehicle?
If carpooling, will the vehicle used be your personal vehicle? yes
10. Approximate total cost of travel: \$313⁰¹ or the approximate total miles to be claimed 554
11. Total approximate cost of training including attendance, meals, hotel accommodations, and travel: \$651⁵¹

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

Elected Official: Cleve Johnson Date: 1/9/14

County Judge

Date

Commissioner, Precinct 1

Date

Commissioner, Precinct 2

Date

Commissioner, Precinct 3

Date

Commissioner, Precinct 4

Date

**Titus County
Training & Travel Authorization Form**

Person requesting training: Mike Fields

Job Title: Commissioner

Date of request: (Must be 30 days prior to training) November 13, 2013

1. Title of conference, seminar or training V. G. Young Institute's School for County Commissioners Courts

2. Destination/location of training College Station, Texas

3. Is training Mandatory Yes or optional ?

4. Dates of training: February 4, 2014 to February 6, 2014

5. Dates of actual travel: 2/3 - 2/6

6. Cost of Registration. \$195.00 (will receive an invoice)

7. Total cost of meals (\$ 40.00 per day): \$ 135.00

8. Total Cost of Hotel/Motel accommodations \$ 263.37

9. Will you travel by carpooling or by your personal vehicle? PERSONAL

If carpooling, will the vehicle used be your personal vehicle?

10. Approximate total cost of travel \$20.00 or the approximate total miles to be claimed 450 MILES

11. Total approximate cost of training including attendance, meals, hotel accommodations, and travel. \$843.37

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

Elected Official: Mike Fields

Date: Jan. 3, 2014

County Judge _____

Date _____

Commissioner, Precinct 1 _____

Date _____

Commissioner, Precinct 2 _____

Date _____

Commissioner, Precinct 3 _____

Date _____

Commissioner, Precinct 4 _____

Date _____

Titus County
Training & Travel Authorization Form

Person requesting training: Phillip Hinton

Job Title: Commissioner

Date of request: (Must be 30 days prior to training) November 13, 2013

1. Title of conference, seminar or training V. G. Young Institute's School for County Commissioners Courts
2. Destination/location of training College Station, Texas
3. Is training Mandatory Yes or optional ?
4. Dates of training: February 4, 2014 to February 6, 2014
5. Dates of actual travel: 2/3 and 2/6
6. Cost of Registration. \$195.00 (will receive an invoice)
7. Total cost of meals (\$ 40.00 per day): \$ 120.00
8. Total Cost of Hotel/Motel accommodations \$74.99 nightly (260.40 Estimated total)
9. Will you travel by carpooling or by your personal vehicle? Personal
If carpooling, will the vehicle used be your personal vehicle?
10. Approximate total cost of travel: 257.60 or the approximate total miles to be claimed 460
11. Total approximate cost of training including attendance, meals, hotel accommodations, and travel. 833.00

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

Elected Official: Phillip Hinton Date: 1/3/2014

County Judge

Date

Commissioner, Precinct 1

Date

Commissioner, Precinct 2

Date

Commissioner, Precinct 3

Date

Commissioner, Precinct 4

Date

Titus County
Training & Travel Authorization Form

Person requesting training: DIANNE NORRIS
Job Title: TITUS COUNTY CLERK
Date of request: (Must be 30 days prior to training) _____

1. Title of conference, seminar or training _____
2. Destination/location of training _____
3. Is training mandatory _____ or optional _____?
4. Dates of training: _____ to _____
5. Dates of actual travel: _____
6. Cost of Registration: \$ _____
7. Total cost of meals (\$40.00 per day): \$ 180.00 4days + 1 TRAVEL day
8. Total cost of hotel/motel accommodations: \$ 1,060
9. Will you travel by carpooling or by your personal vehicle? PERSONAL
If carpooling, will the vehicle used be your personal vehicle? _____
10. Approximate total cost of travel: \$ 266.90 or the approximate total miles to be claimed 472.4
11. Total approximate cost of training including attendance, meals, hotel accommodations, and travel. \$ 1506.90

Trip + registration
already approved
Oct. 14, 2013
(see next page)

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

Elected Official: Dianne Norris Date: 1-6-14

County Judge _____ Date _____

Commissioner, Precinct 1 _____ Date _____

Commissioner, Precinct 2 _____ Date _____

Commissioner, Precinct 3 _____ Date _____

Commissioner, Precinct 4 _____ Date _____

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Titus County
Training & Travel Authorization Form

Person requesting training: DIANNE NORRIS
Job Title: TITUS COUNTY CLERK
Date of request: (Must be 30 days prior to training) 9-23-13

1. Title of conference, seminar or training VG Young-Titus County Government
2. Destination/location of training College Station
3. Is training mandatory YES or optional ?
4. Dates of training: JANUARY 13 to JANUARY 16 2013
5. Dates of actual travel: JANUARY 12
6. Cost of Registration: \$ 165.00 Oct. 28 - Paid
7. Total cost of meals (\$40.00 per day): \$ _____
8. Total cost of hotel/motel accommodations: \$ _____
9. Will you travel by carpooling or by your personal vehicle? _____
If carpooling, will the vehicle used be your personal vehicle? _____
10. Approximate total cost of travel: \$ _____ or the approximate total miles to be claimed _____
11. Total approximate cost of training including attendance, meals, hotel accommodations, and travel. \$ _____

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

Elected Official: Dianne Norris

Date: 9-23-13

BSH
County Judge

10/14/13
Date

Commissioner, Precinct 1

Date

Commissioner, Precinct 2

Date

Commissioner, Precinct 3

Date

Commissioner, Precinct 4

Date

Titus County
Training & Travel Authorization Form

Person requesting training: Tiraisha Knox

Job Title: Corrections Officer

Date of request: (Must be 30 days prior to training) 01/10/2014

1. Title of conference, seminar or training Basic County Corrections Course
2. Destination/location of training Texarkana, Texas
3. Is training Mandatory Yes or optional _____ ?
4. Dates of training: 02/24/2014 to 03/11/2014
5. Dates of actual travel: 02/24/2014 to 03/11/2014
6. Cost of Registration. \$\$180.00 plus \$30.00 Test Fee = \$210.00
7. Total cost of meals (\$20.00 per day): \$240.00
8. Total Cost of Hotel/Motel accommodations \$0
9. Will you travel by carpooling or by your personal vehicle? County Car
If carpooling, will the vehicle used be your personal vehicle? _____
10. Approximate total cost of travel: Fuel or the approximate total miles to be claimed _____
11. Total approximate cost of training including attendance, meals, hotel accommodations, and travel. \$450.00

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

Elected Official:  Date: _____

County Judge

Date

Commissioner, Precinct 1

Date

Commissioner, Precinct 2

Date

Commissioner, Precinct 3

Date

Commissioner, Precinct 4

Date