

Titus County
Training & Travel Authorization Form

Person requesting training: Debra Abston & Renee Blanton
Job Title: District Clerk & Deputy
Date of request: (Must be 30 days prior to training) 2-13-14

1. Title of conference, seminar or training NetData users conference
2. Destination/location of training Dallas
3. Is training Mandatory Yes or optional _____?
4. Dates of training: 4-15 to 4-17
5. Dates of actual travel: 4-15-14 - 4-17-14
6. Cost of Registration. \$ 275.
7. Total cost of meals (\$40.² per day): \$ 120.⁰⁰ per person
8. Total Cost of Hotel/Motel accommodations \$ 156.⁰⁰ per night plus tax
9. Will you travel by carpooling or by your personal vehicle? Yes
If carpooling, will the vehicle used be your personal vehicle? Yes
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: Debra Abston Date: 2-13-14

County Judge

Date

Commissioner, Precinct 1

Date

Commissioner, Precinct 2

Date

Commissioner, Precinct 3

Date

Commissioner, Precinct 4

Date

Dianne Court
2-24-2014