

Titus County
Training & Travel Authorization Form

Person requesting training: Jose Santos

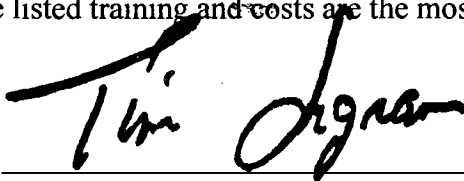
Job Title: Corrections Officer

Date of request: (Must be 30 days prior to training) 04/01/2014

1. Title of conference, seminar or training Basic County Corrections Course
2. Destination/location of training Kilgore, Texas
3. Is training Mandatory Yes or optional _____ ?
4. Dates of training: 05/05/2014 to 05/20/2014
5. Dates of actual travel: 05/05/2014 to 05/20/2014
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

Dianne Court
4-14-2014

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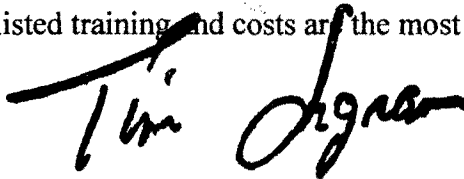
Person requesting training: Michael Garcia, Lazambia Washington, Candyce Reeder

Job Title: Lieutenant, Corporal, Correction Officer

Date of request: (Must be 30 days prior to training) April 1, 2014

1. Title of conference, seminar or training 28th Annual Texas Jail Association Conference
2. Destination/location of training Austin Texas
3. Is training Mandatory or optional Yes ?
4. Dates of training: May 12, 2014 to May 16, 2014
5. Dates of actual travel: May 12 and May 16
6. Cost of Registration. \$630.00
7. Total cost of meals (\$40.00 per day): \$600.00
8. Total Cost of Hotel/Motel accommodations \$1380.00
9. Will you travel by carpooling or by your personal vehicle? carpooling
If carpooling, will the vehicle used be your personal vehicle? no county car
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. \$2610.00 paid for by SCAPP Grant

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 _____