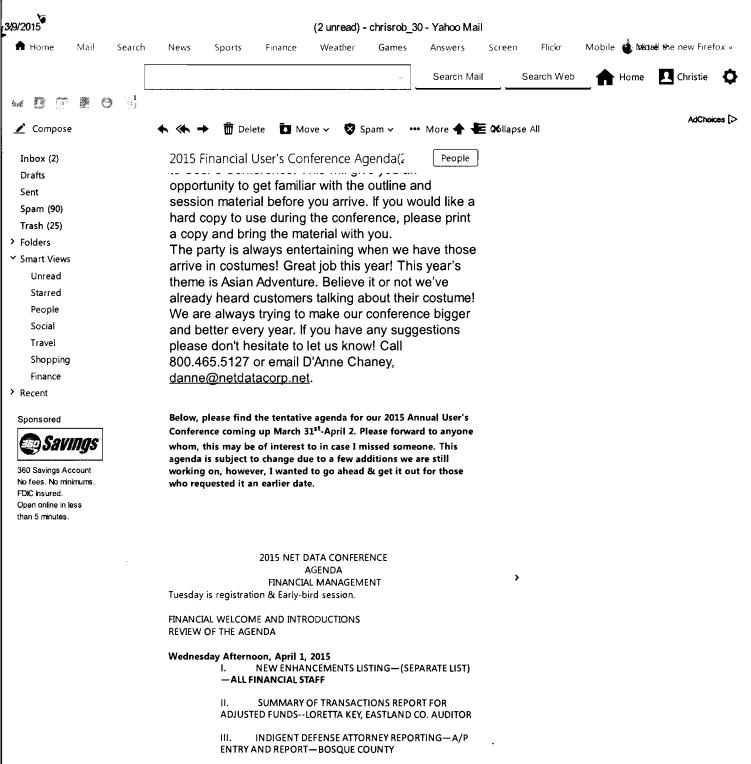
## Titus County Training & Travel Authorization Form

Person requesting training:  Job Title:  Assistant Aug	ne Davis + Staum Reynold
Date of request: (Must be 30 days prior to the	
3. Is training mandatory 4. Dates of training: 5. Dates of actual travel: 6. Cost of Registration: \$ 300 per 0 7. Total cost of meals (\$40.00 per day): \$ 8. Total cost of hotel/motel accommodation 9. Will you travel by earpooling or by your part of the carpooling, will the vehicle used be your part of the cost of travel: \$ 500 claimed 11. Total approximate cost of training include travel. \$ 500 claimed cost of training include travel.	to 4/2  lerson / Complimentary  100 per person (x2)  320 + text x2 - 320 + text  personal vehicle?  ersonal vehicle?  or the approximate total miles to be  ding attendance, meals, hotel accommodations, and  mi veage
factors included.  Elected Official:	Date: 3-9-15
County Judge	Date
Commissioner, Precinct 1	Date
Commissioner, Precinct 2	Date ,
Commissioner, Precinct 3	Date
Commissioner, Precinct 4	Date

Co. Clark



IV. VENDOR RELATED — MERGING VENDORS AND DBA FIELDS — LARRY CLEMENTS

V. 'TOOLS' FOR BALANCING YOUR LEDGER—DONNIE WILLIAMS

- Establish beginning balances
- Accounts out-of-balance report
- Build accounts for new year
- Control file ranges
- Journal entry report
- Display journal entries
- Cash receipt/disbursement report

I. QUESTION AND ANSWER TIME

## Thursday Morning, April 2, 2015

DISCUSSION OF FILING NEW I R S FORM 1095

II. NEW ENHANCEMENT LISTING—ALL FINANCIAL STAFF

III. PAYROLL SYSTEM---TYPES IN CONTROL FILE, YEAR-END RATES, TABLES, PROCEDURES JANA WILLIAMS, CINDY DUFFER, SARA HUCKABEE

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## Titus County Training & Travel Authorization Form

Person requesting training:		_
Date of request: (Must be 30 days prior to training) 2-27-2	015	
1. Title of conference, seminar or training	personal e approximate total miles to be	Program
I affirm the above listed training and costs are the most reasona factors included.  Elected Official Luca Color Color	ble cost to Titus County with all  Date: 2-27-(5	-
County Judge	Date	
Commissioner, Precinct 1	Date	
Commissioner, Precinct 2	Date	-
Commissioner, Precinct 3	Date	-
Commissioner, Precinct 4	Date	- Co. Clerk