

Titus County
Training & Travel Authorization Form

Auditor Office
FEB 19 2016
Received

Person requesting training: Joan Newman
Job Title: Titus County Clerk
Date of request: (Must be 30 days prior to training) February 18, 2016

1. Title of conference, seminar or training County & District Clerk Region VI Spring Meeting
2. Destination/location of training Hopkins Co Civic Center, Sulphur Springs, Texas 75455
3. Is training mandatory _____ or optional Yes ?
4. Dates of training: March 23, 2016 to March 23, 2016
5. Dates of actual travel: March 23, 2016
6. Cost of Registration: \$ 30.00
7. Total cost of meals (\$40.00 per day): \$ -0-
8. Total cost of hotel/motel accommodations: \$ -0-
9. Will you travel by carpooling or by your personal vehicle? carpooling
If carpooling, will the vehicle used be your personal vehicle? Yes
10. Approximate total cost of travel: \$ 43.20 or the approximate total miles to be claimed 80 X 0.54
11. Total approximate cost of training including attendance, meals, hotel accommodations, and travel. \$ 73.20

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

Elected Official: Joan Newman Date: 2-18-16

County Judge Date

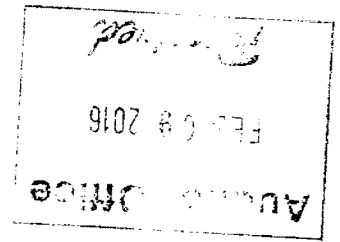
Commissioner, Precinct 1 Date

Commissioner, Precinct 2 Date

Commissioner, Precinct 3 Date

Commissioner, Precinct 4 Date

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Training & Travel Authorization Form

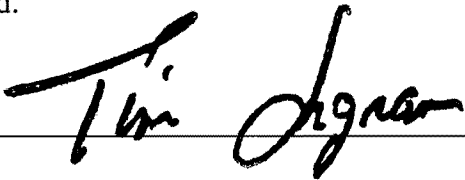


Person requesting training: Sgt. Aaron Baxter

Job Title: Sgt. Investigator

Date of request: (Must be 30 days prior to training) 02 / 05 / 2016

1. Title of conference, seminar or training Texas Narcotics Officer Association
2. Destination/location of training: 1300 Houston Street, Fort Worth Texas @ Omni Hotel
3. Is training Mandatory Yes or optional _____ ?
4. Dates of training: 08 / 22 / 2016 to 08 / 25 / 2016
5. Dates of actual travel: 08 / 21 / 2016 & 08 / 25 / 2016
6. Cost of Registration. \$300.00 per employee for a total of \$300.00
7. Total cost of meals (\$40.00 per day): \$160.00
8. Total Cost of Hotel/Motel accommodations \$387.00
9. Will you travel by carpooling or by your personal vehicle? County 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. Total – plus fuel. \$847.00
12. I affirm the above listed training and costs are the most reasonable cost to Titus County with all factors included.

Elected Official: 

Date: 02/05/2016

County Judge

Date

Commissioner, Precinct 1

Date

Commissioner, Precinct 2

Date

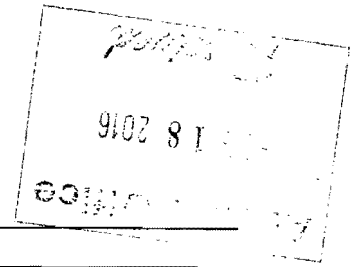
Commissioner, Precinct 3

Date

Commissioner, Precinct 4

Date

Titus County
Training & Travel Authorization Form



Person requesting training: Debra Abston
Job Title: District Clerk
Date of request: (Must be 30 days prior to training) 1-29-16

1. Title of conference, seminar or training Region 11 Meeting
2. Destination/location of training Sulphur Springs
3. Is training mandatory Yes or optional ?
4. Dates of training: 3-23-16
5. Dates of actual travel: 3-23-16
6. Cost of Registration: \$ 30
7. Total cost of meals (\$40.00 per day): \$ 0
8. Total cost of hotel/motel accommodations: \$ 0
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: \$ 105.72 or the approximate total miles to be claimed 57.09
11. Total approximate cost of training including attendance, meals, hotel accommodations, and travel. \$ 87.09

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: 1-29-16

County Judge

Date

Commissioner, Precinct 1

Date

Commissioner, Precinct 2

Date

Commissioner, Precinct 3

Date

Commissioner, Precinct 4

Date