

Titus County
Training & Travel Authorization Form

Person requesting training: Carolyn Norman

Job Title: Assistant to County Judge

Date of request: (Must be 30 days prior to training) March 11, 2016

1. Title of conference, seminar or training County Court Assistants Training Conference
2. Destination/location of training San Antonio
3. Is training Mandatory or optional ?
4. Dates of training: April 13 to April 15
5. Dates of actual travel: Tue., April 12 and Fri., April 15
6. Cost of Registration. \$125.00 (will send invoice)
7. Total cost of meals (\$ per day): \$120.00
8. Total Cost of Hotel/Motel accommodations \$120.00 plus 20.10 tax (140.10 per night) (\$420.30)
9. Will you travel by carpooling or by your personal vehicle? Personal vehicle
If carpooling, will the vehicle used be your personal vehicle?
10. Approximate total cost of travel: \$421.20 or the approximate total miles to be claimed 780
11. Total approximate cost of training including attendance, meals, hotel accommodations, and travel. \$1,086.50

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

Elected Official:  Date: 3-11-16

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: John Mark Cobeen

Job Title: TITUS County Atty

Date of request: (Must be 30 days prior to training) May 11-15 2016

1. Title of conference, seminar or training Civil Law Seminar

2. Destination/location of training Austin, TX

3. Is training mandatory _____ or optional ?

4. Dates of training: May 11-2016 to May 13-2016

5. Dates of actual travel: May 10, 2016

6. Cost of Registration: \$ 175.00

7. Total cost of meals (\$40.00 per day): \$ 160.00

8. Total cost of hotel/motel accommodations: \$ 359.62

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: [Signature]

Date: 3.3.2016

County Judge

Date

Commissioner, Precinct 1

Date

Commissioner, Precinct 2

Date

Commissioner, Precinct 3

Date

Commissioner, Precinct 4

Date

Will use for
10000 for hotels
meals
returning

Titus County Training & Travel Authorization Form

Person requesting training: Talco Fire Dept. - Eli Hale
Job Title: Fire fighter
Date of request: (Must be 30 days prior to training) 2-25-16

- Title of conference, seminar or training T E E X Annual Spring School
- Destination/location of training College Station
- Is training Mandatory or optional ?
- Dates of training: Mar 6 to Mar 11
- Dates of actual travel: Mar 6 & Mar 11
- Cost of Registration. \$ 625.00 covered by grant
- Total cost of meals (\$ 20 per day): \$ 120.00 pd 3/11/16 SR
- Total Cost of Hotel/Motel accommodations \$ 561.89 pd 3/11/16 SR
- Will you travel by carpooling or by your personal vehicle? personal
If carpooling, will the vehicle used be your personal vehicle?
- Approximate total cost of travel: 265.68 pd 3/11/16 SR
- Total approximate cost of training including attendance, meals, hotel accommodations, and travel. 947.57

Per Nathan Carroll
Eli will use the dept
Cr. card for hotels &
meals. Will turn in
receipts after
returning for
reimbursement.
Only requesting
mileage before
he leaves.
SR

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
A J Riddle

Commissioner, Precinct 1
KMF

Commissioner, Precinct 2
Shilley Hunter

Commissioner, Precinct 3
Jimmy Barker

Commissioner, Precinct 4

_____ Date

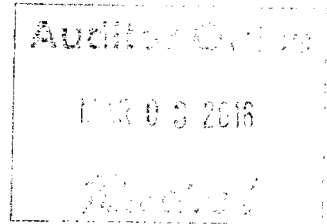
_____ Date

_____ Date

_____ Date

_____ Date

Titus County
Training & Travel Authorization Form



Person requesting training: Joan Newman
Job Title: Titus County Clerk
Date of request: (Must be 30 days prior to training) March 2, 2016

1. Title of conference, seminar or training County and District Clerks' State Conference
2. Destination/location of training Corpus Christi, Texas
3. Is training mandatory or optional ?
4. Dates of training: June 19, 2016 to June 23, 2016
5. Dates of actual travel: June 19-23, 2016
6. Cost of Registration: \$ 200.00
7. Total cost of meals (\$40.00 per day): \$ 5.5 days @ \$40.00 = \$220.00
8. Total cost of hotel/motel accommodations: \$ 139.00 X 5 = \$695.00 plus tax \$799.25
9. Will you travel by carpooling or by your personal vehicle? personal vehicle
If carpooling, will the vehicle used be your personal vehicle? _____
10. Approximate total cost of travel: \$ 522.72 or the approximate total miles to be claimed 484 miles X 2 X 0.54
11. Total approximate cost of training including attendance, meals, hotel accommodations, and travel. \$ 1741.97

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: 3-3-16

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

Auditor Office
FEB 19 2016
Received

Person requesting training: Paula Hurndon
Job Title: Titus County Deputy 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? No
10. Approximate total cost of travel: \$ _____ or the approximate total miles to be claimed X 0.54
11. Total approximate cost of training including attendance, meals, hotel accommodations, and travel. \$ 30.00

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

Elected Official: *Jean Norman* Date: 2-18-16

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

Auditor Office
FEB 19 2016
Received

Person requesting training: Kendra Gray
Job Title: Titus County Deputy 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? No
10. Approximate total cost of travel: \$ _____ or the approximate total miles to be claimed X 0.54
11. Total approximate cost of training including attendance, meals, hotel accommodations, and travel. \$ 30.00

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

Elected Official:  Date: 2-18-16

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

Auditor Office
FEB 19 2016
Received

Person requesting training: Joyce Simpson
Job Title: Titus County Deputy 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? No
10. Approximate total cost of travel: \$ _____ or the approximate total miles to be claimed X 0.54
11. Total approximate cost of training including attendance, meals, hotel accommodations, and travel. \$ 30.00

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

Elected Official:  Date: 2-18-16

County Judge Date

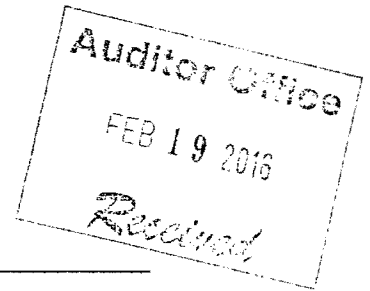
Commissioner, Precinct 1 Date

Commissioner, Precinct 2 Date

Commissioner, Precinct 3 Date

Commissioner, Precinct 4 Date


Titus County
Training & Travel Authorization Form



Person requesting training: Geraldine Lum
Job Title: Titus County Deputy 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? No
10. Approximate total cost of travel: \$ _____ or the approximate total miles to be claimed X 0.54
11. Total approximate cost of training including attendance, meals, hotel accommodations, and travel. \$ 30.00

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

Elected Official:  Date: 2-18-16

County Judge

Date

Commissioner, Precinct 1

Date

Commissioner, Precinct 2

Date

Commissioner, Precinct 3

Date

Commissioner, Precinct 4

Date