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-Carolyn-

Date of request: (Must be 30 days prior to training) December 12, 2016

- Received

Date _____

Titus County
Training & Travel Authorization Form

Auditor Office

DEC 19 2016

Received

Person requesting training: Debra Abston
Job Title: District Clerk
Date of request: (Must be 30 days prior to training) 12-19-16

1. Title of conference, seminar or training County & District Clerks Legal Education Program
2. Destination/location of training San Marcos
3. Is training mandatory Yes or optional ?
4. Dates of training: May 17, 2017 to May 19, 2017
5. Dates of actual travel: 5-16/19-17
6. Cost of Registration: \$ 230.
7. Total cost of meals (\$40.00 per day): \$ 160.⁰⁰
8. Total cost of hotel/motel accommodations: \$ 393.30
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: \$ 389.⁸⁸ or the approximate total miles to be claimed 722
11. Total approximate cost of training including attendance, meals, hotel accommodations, and travel. \$ 1182.²⁰

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: 12-19-16

County Judge

Date

Commissioner, Precinct 1

Date

Commissioner, Precinct 2

Date

Commissioner, Precinct 3

Date

Commissioner, Precinct 4

Date