

Titus County
Training & Travel Authorization Form

Auditor Office
APR 26 2017
Received

Person requesting training: Debra Abston
Job Title: District Clerk
Date of request: (Must be 30 days prior to training) 3-27-17

1. Title of conference, seminar or training 12th Annual Co Dist Clerk Assoc of FL Conference
2. Destination/location of training South Pacific Island
3. Is training mandatory Yes or optional ?
4. Dates of training: June 25, 2017 to June 29, 2017
5. Dates of actual travel: June 24-29, 2017
6. Cost of Registration: \$ 200.00
7. Total cost of meals (\$40.00 per day): \$ 220.00
8. Total cost of hotel/motel accommodations: \$ 642.75
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: \$ 738.75 ... the approximate total miles to be claimed 1368
11. Total approximate cost of training including attendance, meals, hotel accommodations, and travel. \$ 1808.47

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: 3-27-17

_____	_____
County Judge	Date
_____	_____
Commissioner, Precinct 1	Date
_____	_____
Commissioner, Precinct 2	Date
_____	_____
Commissioner, Precinct 3	Date
_____	_____
Commissioner, Precinct 4	Date