



LUBBOCK COUNTY

TRAVEL AUTHORIZATION & TRAVEL ADVANCE REQUEST FORM TA507

Employee: Doug Clements Department: South Plains Auto Theft Task Force
Vendor #: 57314 G/L Account: 16404025-550300
Purpose of Travel: 2025 - Flock Headquarters Visit Destination(City,State): Atlanta, Georgia
Departure Date: 7/29/25 Return Date: 7/30/25

ESTIMATED TRAVEL EXPENSE (attach supporting documents and/or receipts, excluding meal receipts)							
Dates of Travel	7/29/25	7/30/25					WEEKLY TOTALS
Breakfast-Per Diem	\$ 22.00						\$ 22.00
Lunch-Per Diem	\$ 23.00						\$ 23.00
Dinner-Per Diem		\$ 36.00					\$ 36.00
TOTAL PER DIEM							\$ 81.00
EXPENSES PAID BY PO OR PCARD (attach supporting documents and/or receipts, excluding meal receipts)							
Lodging							\$ 0.00
Parking							\$ 0.00
Airline (describe)							
Rental Car (describe)							
Registrations							
Other (describe)							
Mileage Rate	0.70	# of Miles					\$ 0.00
TOTAL ESTIMATED TRAVEL EXPENSES							\$ 0.00

I hereby request authorization to travel outside of Lubbock County on official business as detailed above. I have read the Lubbock County Travel Policy and will follow that policy for travel and in making requests for advancement and reimbursement of expenses. I understand that I must submit a travel expense form within ten days of returning from this travel or the full advance will be deducted from my next paycheck.

☒ Please provide an advance Per Diem by the following date: 7/28/25 totaling, \$ 81.00

Doug Clements
PRINTED NAME OF EMPLOYEE

EMPLOYEE'S SIGNATURE

6/30/25
DATE

I hereby certify the above-requested travel for official Lubbock County business is directly related to this department's operations. There are sufficient unexpended funds in the current budget line item to cover all reimbursable expenses incurred. **Agendas, brochures, flyers, GSA meal and incidentals and other supporting documents are attached and 3 meals are included in the registration feed and will not be reimbursed.** Please issue a travel expense advance if requested.

Doug Clements
PRINTED NAME OF DIRECTOR

DIRECTOR'S SIGNATURE

6/30/25
DATE

NOTE: ALL SIGNATURES ARE REQUIRED FOR TRAVEL AND/OR PER DIEM ADVANCES. FAILURE TO FILL OUT THE FORM CORRECTLY OR PROVIDE PROPER DOCUMENTATION MAY CAUSE A DELAY IN TRAVEL AUTHORIZATION AND PER DIEM ADVANCES. OUT OF STATE TRAVEL REQUIRES COMMISSIONERS COURT APPROVAL AS AN AGENDA ITEM.

Return to: Jennifer Anderson x1574



FY 2025 per diem rates for Atlanta, Georgia

Change fiscal year: or

[New search](#)

Daily lodging rates (excluding taxes) | October 2024 - September 2025

Cities not appearing below may be located within a county for which rates are listed. To determine the county a destination is located in, visit the [Census Geocoder](#).

Primary destination	County	2024 Oct	Nov	Dec	2025 Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Atlanta	Fulton / Dekalb	\$182	\$182	\$182	\$197	\$197	\$197	\$182	\$182	\$182	\$182	\$182	\$182

Meals and incidental expenses (M&IE) rates and breakdown

The M&IE total is the full daily amount for a single calendar day when that day is neither the first nor last day of travel. The amount received on the first and last day of travel equals 75% of the M&IE total. See [M&IE breakdowns](#) for information related to the individual meal amounts.

Primary destination	County	M&IE total	Breakfast	Lunch	Dinner	Incidental expenses	First and last day of travel
Atlanta	Fulton / Dekalb	\$86	\$22	\$23	\$36	\$5	\$64.50


Additional per diem topics

Need more information?

Related topics

- [Travel resources](#)

Glossary

- [Meals & Incidental Expenses breakdown \(M&IE\)](#)
- [FAQs](#)
- [State tax exemption forms](#) 
- [Factors influencing lodging rates](#)
- [Per diem highlights](#)
- [Fire safe hotels](#) 
- [Have a per diem question?](#)
- [Downloadable per diem files](#)
- [Rates for Alaska, Hawaii, U.S. territories and possessions \(set by DoD\)](#) 
- [Rates in foreign countries \(set by State Dept.\)](#) 
- [Federal travel regulations](#)
- [FedRooms](#)
- [POV mileage reimbursement rates](#)

Last reviewed: 2023-12-23

Thanks for flying with us!

Trip summary

 Flight

CONFIRMATION #
AYJ5R5

JUL 29 - 30
LBB  **ATL**

FLIGHT TOTAL
\$369.36

7/29 - Atlanta

JUL 29 - 30
Lubbock, TX to Atlanta, GA

Confirmation # **AYJ5R5**

PASSENGERS	EST. POINTS	FLIGHT	EXTRAS	FARE
Douglas Lowell Clements	+595 ^{PTS}	LBB  ATL		Basic
		ATL  LBB		

Departing 7/29/25 Tuesday

 DEPARTS **5:45** AM

LBB
Lubbock, TX - LBB

FLIGHT
3271
SCHE
Boeing
Subject



Thanks for choosing
Southwest Airlines!

Help us improve your experience on Southwest.com.

Share feedback

ARRIVES

6:55 AM

DAL

Dallas (Love Field), TX - DAL

TRAVEL TIME
1hr 10min

stop 1: Dallas (Love Field), TX - DAL



DEPARTS

8:10 AM

DAL

Dallas (Love Field), TX - DAL

FLIGHT
2 SCHEDULED AIRCRAFT
Boeing 737-700
Subject to change

ARRIVES

11:15 AM

ATL

Atlanta, GA - ATL

TRAVEL TIME
2hr 5min

SUBTOTAL

\$156.45

Returning

7/30/25 Wednesday

Basic
(Passenger x1)

\$140.63



DEPARTS

7:45 PM

ATL

Atlanta, GA - ATL

FLIGHT
1287 SCHEDULED AIRCRAFT
Boeing 737-700
Subject to change

ARRIVES

9:00 PM

DAL

Dallas (Love Field), TX - DAL

TRAVEL TIME
2hr 15min

stop 1: Dallas (Love Field), TX - DAL



DEPARTS

9:45 PM

DAL

Dallas (Love Field), TX - DAL

FLIGHT
3072 SCHEDULED AIRCRAFT
Boeing 737-700
Subject to change

ARRIVES

10:55 PM

LBB

Lubbock, TX - LBB

TRAVEL TIME
1hr 10min

SUBTOTAL

\$140.63

Taxes & fees

\$72.28

Flight total

\$369.36

Icon legend



WiFi available



Live TV available



Change planes

Helpful Information:

Southwest

Thanks for choosing
Southwest Airlines!

Help us improve your experience on Southwest.com.

- **No-show policy:** If you do not plan to travel on your flight, you must cancel your reservation at least 10 minutes prior to the flight's original scheduled departure time. If you do not cancel your reservation at least 10 minutes before the flight's original scheduled departure time, your reservation will be canceled, and your funds and points may be forfeited. [Learn more.](#)
- Please read the [fare rules](#) associated with this purchase.
- When booking with Rapid Rewards points, your points balance may not immediately update in your account.
- For more information regarding Cash + Points, visit [Southwest.com/rterms](https://www.southwest.com/rterms)
- **REAL ID Requirement:** Do you have a **REAL ID**? Beginning May 7, 2025, you will need a state-issued **REAL ID** compliant license or identification card, or another acceptable form of ID (such as a U.S. Passport), to fly within the United States. Visit www.tsa.gov for a list of acceptable forms of ID and additional information regarding **REAL ID** requirement.

Bag fee summary*

FARE/TIER STATUS	CARRYON	1ST CHECKED BAG	2ND CHECKED BAG
Basic, Wanna Get Away Plus [®] , Anytime	Free	\$35	\$45
Business Select [®]	Free	Free	Free
A-List	Free	Free	\$35
Rapid Rewards [®] Credit Cardmembers	Free	Free	\$45
A-List Preferred	Free	Free	Free

*Weight and size limits apply. Southwest allows all ticketed Passengers to bring one standard/carryon and one personal item at no cost. Additional allowances, benefits, and/or exceptions may apply. [Learn more.](#)

Payment summary

PAYMENT INFORMATION

AMOUNT PAID



MasterCard 7187
XXXXXXXXXXXX7187
Expiration: 11/25

CARD HOLDER
Doug Clements

BILLING ADDRESS
P.O. Box 10536
Lubbock, TX US 79408

\$369.36

Total charged

SUBTOTAL

TAXES

TOTAL

Southwest

**Thanks for choosing
Southwest Airlines!**

Help us improve your experience on Southwest.com.

- Compose
- Inbox420
- Starred
- Snoozed
- Important
- Sent
- Drafts3
- Trash
- Categories
- Social44
- Updates1,577
- Forums
- Promotions1,220
- More

Labels

- [Gmail]Trash
- Ag Boosters66
- AQHA19
- AT&T78
- CHL7
- DPS32
- ① Upgrade→



Reservation Confirmation #30078798 for Bellyard, West Midtown Atlanta, a Tribute Por

Bellyard, West Midtown Atlanta, a Tribute Portfolio Hotel
Jul 29–30

Check in	Check out	Phone number
Jul 29, 3:00 PM	Jul 30	+1 404-806-8333
Duration of stay		Confirmation number
1 night		30078798
Address		
1 Interlock Avenue Northwest, Atlanta, Georgia 30318, United States		

[Modify booking](#)

Is this correct?

Tribute Reservations <reservations@res-marriott.com> [Unsubscribe](#)
to me

ENHANCE YOUR STAY | SUMMARY OF CHARGES | CONTACT US

Bellyard, West Midtown Atlanta, a Tr
Portfolio Hotel

1 Interlock Avenue NW Atlanta, Georgia 30318 +1-404-8
USA

Anderson, Jennifer

From: Clements, Doug
Sent: Tuesday, June 17, 2025 10:07 AM
To: Anderson, Jennifer
Subject: Fw: Flock ATL HQ Invite: Join Us for Flock Days

Get [Outlook for iOS](#)

From: Kelsey Oliver <kelsey.oliver@flocksafety.com>
Sent: Tuesday, June 17, 2025 9:52:01 AM
To: Clements, Doug <DClements@lubbockcounty.gov>
Subject: Re: Flock ATL HQ Invite: Join Us for Flock Days

It was great speaking with you this morning! Please see the agenda below:



The graphic is a dark green rectangular poster with a lighter green header and footer. The header features the title 'Flock Headquarters Visit' in large white font, a small circular logo with a white bird icon, and the dates '29' and '30' in large white font. The body is divided into two columns by a vertical line. The left column is for Tuesday, June 29, and the right column is for Wednesday, June 30. Each column lists the day of the week, the date, and a schedule of events with times and descriptions.

29 TUESDAY	30 WEDNESDAY
6:00 PM Welcome & Introductions Drawbar at the Bellyard Hotel	8:00 - 10:00 AM Breakfast with Flock Executive Team & Product Roadmap Sneak Peek
6:30 - 8:30 PM Dinner with Flock Team Barcelona Wine Bar	10:00 AM - 12:00 PM Dunwoody RTCC Tour
	12:00 - 1:00 PM Lunch with Product Leadership
	1:00 - 1:30 PM Nova & Freeform Demo
	1:30 - 3:00 PM DFR & RTCC Demo
	3:00 PM Thank You & Send Off

Kelsey Oliver
Field Marketing Manager



📞 352-538-4918 🌐 flocksafety.com

flock safety

On Fri, Jun 6, 2025 at 7:48 PM Clements, Doug <DClements@lubbockcounty.gov> wrote:
Thank you

Get [Outlook for iOS](#)

From: Kelsey Oliver <kelsey.oliver@flocksafety.com>
Sent: Friday, June 6, 2025 5:52:20 PM
To: Clements, Doug <DClements@lubbockcounty.gov>
Subject: Re: Flock ATL HQ Invite: Join Us for Flock Days

Hi Commander Clements,

For your convenience, I will be following up with your hotel confirmation shortly! It will be at the [Bellyard, West Midtown.](#)

Thanks,

Kelsey Oliver
Field Marketing Manager



352-538-4918 flocksafety.com

flock safety

On Fri, Jun 6, 2025 at 5:57 PM Clements, Doug <DClements@lubbockcounty.gov> wrote:

I've got the flight booked, do you have a motel recommendation?

Doug Clements

Commander

South Plains Auto Theft Task Force



From: Kelsey Oliver <kelsey.oliver@flocksafety.com>
Sent: Friday, May 30, 2025 5:26 PM
To: Clements, Doug <DClements@lubbockcounty.gov>
Subject: Re: Flock ATL HQ Invite: Join Us for Flock Days

Of course! We're excited to welcome you to Flock Safety's headquarters on July 29th to 30th in Atlanta, GA.

To make your travel arrangements as seamless as possible, please use the link below to book your **flight**:

• <https://app.navan.com/app/user/search?tripUuid=060a79c0-707d-4600-a719-7c9e1a69551c&invite=1>

For your convenience, I will be following up with your hotel confirmation shortly.

Event Details:

- **Dates:** July 29 - 30, 2025
- **Location:** Flock Safety HQ, 1170 Howell Mill Road, STE 210, Atlanta, GA, 30318
- **Agenda:** Attached

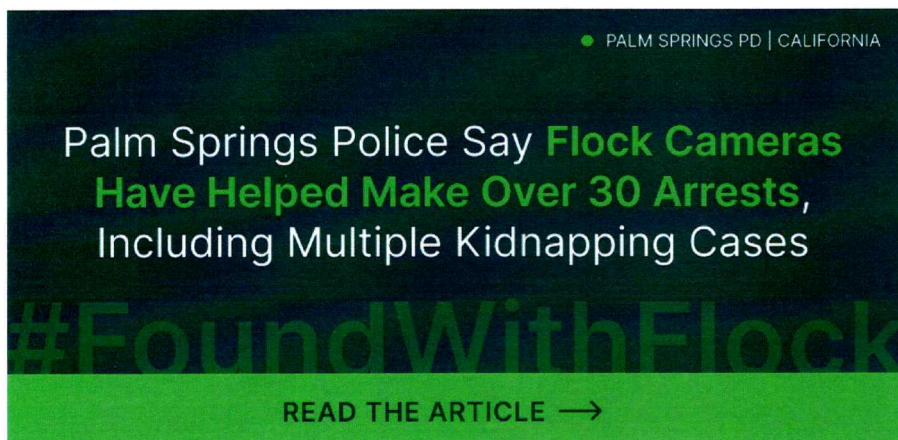
If you have any questions or need assistance with your travel plans, please don't hesitate to reach out.

Disclaimer: It is the intent of Flock Safety that this offer comply with all applicable laws, regulations, and ethics rules regarding gifts and donations. The attendance of this event is intended for the use and benefit of your respective department in furtherance of its goals, not the personal use or benefit of any official or employee.

We look forward to seeing you in Atlanta!

Kelsey Oliver
Field Marketing Manager





flock safety

On Fri, May 30, 2025 at 6:24 PM Clements, Doug <DClements@lubbockcounty.gov> wrote:

Great, thank you so much!

Get [Outlook for iOS](#)

From: Garrett Langley <garrett.langley@flocksafety.com>
Sent: Friday, May 30, 2025 5:23:44 PM
To: Clements, Doug <DClements@lubbockcounty.gov>
Subject: Re: Flock ATL HQ Invite: Join Us for Flock Days

Of course! I have copied [@Kelsey Oliver](#) from our Field Marketing team who can share more information.

Thanks,

Garrett

On Fri, May 30, 2025 at 1:10 PM Clements, Doug <DClements@lubbockcounty.gov> wrote:

I would like to attend the event at Flock headquarters on July 29 and 30th. Please forward and additional details

Doug Clements

Commander

South Plains Auto Theft Task Force



From: Garrett Langley <garrett.langley@flocksafety.com>

Sent: Tuesday, May 20, 2025 1:45 PM

To: Partin, Phillip <PPartin@lubbockcounty.gov>; Clements, Doug <DClements@lubbockcounty.gov>; Cameron Lewis <cameron.lewis@flocksafety.com>; Kraig Gardner <kraig.gardner@flocksafety.com>

Subject: Flock ATL HQ Invite: Join Us for Flock Days

Hi Phil and Doug,

I hope you can join us in Atlanta, Flock Safety's headquarters, from July 29th to the 30th. An exclusive group of law enforcement agencies will meet with me and my executive leadership team, along with our top solutions experts.

We've curated this event for valued partners like you, offering behind-the-scenes access to our US-made hardware and discussions with our product team to see what's on the roadmap for the future. During this event, you'll have the chance to:

- Engage in a roundtable discussion with our leadership team.
- Visit a local Real-Time Policing setup from one of our Metro Atlanta customers.

We look forward to hosting you next month if you can make it. Due to the intimate nature of the event, we have limited spots available. If you can join us, reply, and I will connect you with our team to schedule the next steps.

Best regards,

Garrett Langley
CEO + Founder
Flock Safety