

9/31

Vendor# 01-07278

GL# 01104630-550300

**LUBBOCK COUNTY
TRAVEL AUTHORIZATION & ADVANCE REQUEST**

THE DEPARTMENT DIRECTOR IS RESPONSIBLE FOR SECURING ALL SIGNATURES PRIOR TO TRAVEL. AN APPROVED TRAVEL AUTHORIZATION MUST BE SUBMITTED TO THE AUDITOR'S OFFICE ACCORDING TO THE ACCOUNTS PAYABLE PAYMENT SCHEDULE TO RECEIVE A TRAVEL ADVANCE. RELATED BROCHURES OR OTHER SUPPORTING DATA MUST BE ATTACHED.

NAME: ROWE KELLY DATE: 03/28/2023

Last First

DESTINATION: GRAND RAPIDS, MI

PURPOSE: NATIONAL SHERIFF'S ASSOCIATION ANNUAL CONFERENCE

DATE(S): JUNE 24-JULY1, 2023

Travel advance requested and required by the 28 day of MARCH, 2023.

_____	Registration Fee	=	\$	_____	0.00
<u>8</u>	# of Breakfasts @ \$10.00	per meal	=	\$	_____
<u>6</u>	# of Lunches @ \$15.00	per meal	=	\$	_____
<u>7</u>	# of Dinners @ \$21.00	per meal	=	\$	_____
_____	# of Days lodging @ \$_____	per night	=	\$	_____
	Total Advance	=	\$	_____	317.00

Fund #: 01104630 Line Item: 550300

I hereby request authorization to travel outside 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 report within ten days of returning from this travel or the full advance will be deducted from my next paycheck.

EMPLOYEE SIGNATURE

03/28/2023

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. Related brochures or other supporting data are attached and 3 meals are included in the registration fee being requested and will not be reimbursed. Please issue travel expense advance if requested.

DEPARTMENT DIRECTOR

3-28-23

DATE

APPROVAL FROM TWO (2) MEMBERS OF THE COMMISSIONERS' COURT:

SIGNATURE

DATE

SIGNATURE

DATE

NOTE: TRAVEL IS NOT APPROVED WITHOUT ALL SIGNATURES. TRAVEL MAY NOT BE REIMBURSED WITHOUT PROPER AUTHORIZATION AND SUPPORTING DOCUMENTATION.

6/14

Vendor# **01-09289**

GL# 01104630-550300

**LUBBOCK COUNTY
TRAVEL AUTHORIZATION & ADVANCE REQUEST**

THE DEPARTMENT DIRECTOR IS RESPONSIBLE FOR SECURING ALL SIGNATURES PRIOR TO TRAVEL. **AN APPROVED TRAVEL AUTHORIZATION MUST BE SUBMITTED TO THE AUDITOR'S OFFICE ACCORDING TO THE ACCOUNTS PAYABLE PAYMENT SCHEDULE TO RECEIVE A TRAVEL ADVANCE.** RELATED BROCHURES OR OTHER SUPPORTING DATA MUST BE ATTACHED.

NAME: **REED** **MIKE** DATE: **03/28/2023**

Last First

DESTINATION: GRAND RAPIDS, MI

PURPOSE: NATIONAL SHERIFF'S ASSOCIATION ANNUAL CONFERENCE

DATE(S): JUNE 24-JULY1, 2023

Travel advance requested and required by the 28 day of MARCH, 2023.

<u> </u> Registration Fee	=	\$ <u> </u>	0.00
<u> 8 </u> # of Breakfasts @ \$10.00 per meal	=	\$ <u> </u>	80.00
<u> 6 </u> # of Lunches @ \$15.00 per meal	=	\$ <u> </u>	90.00
<u> 7 </u> # of Dinners @ \$21.00 per meal	=	\$ <u> </u>	147.00
<u> </u> # of Days lodging @ \$ <u> </u> per night	=	\$ <u> </u>	0.00
Total Advance	=	\$ <u> </u>	317.00

Fund #: 01104630 Line Item: 550300

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Mike Reed
EMPLOYEE SIGNATURE

03/28/2023
DATE

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[Signature]
DEPARTMENT DIRECTOR

3-28-23
DATE

APPROVAL FROM TWO (2) MEMBERS OF THE COMMISSIONERS' COURT:

SIGNATURE

DATE

SIGNATURE

DATE

NOTE: TRAVEL IS NOT APPROVED WITHOUT ALL SIGNATURES. TRAVEL MAY NOT BE REIMBURSED WITHOUT PROPER AUTHORIZATION AND SUPPORTING DOCUMENTATION.

Vendor# **01-08065**

6/14

GL# 01104030-550300

**LUBBOCK COUNTY
TRAVEL AUTHORIZATION & ADVANCE REQUEST**

THE DEPARTMENT DIRECTOR IS RESPONSIBLE FOR SECURING ALL SIGNATURES PRIOR TO TRAVEL. **AN APPROVED TRAVEL AUTHORIZATION MUST BE SUBMITTED TO THE AUDITOR'S OFFICE ACCORDING TO THE ACCOUNTS PAYABLE PAYMENT SCHEDULE TO RECEIVE A TRAVEL ADVANCE.** RELATED BROCHURES OR OTHER SUPPORTING DATA MUST BE ATTACHED.

NAME: **GILLIAM** **JOE** DATE: **03/28/2023**

Last First

DESTINATION: GRAND RAPIDS, MI

PURPOSE: NATIONAL SHERIFF'S ASSOCIATION ANNUAL CONFERENCE

DATE(S): JUNE 24-JULY1, 2023

Travel advance requested and required by the 28 day of MARCH, 2023.

_____	Registration Fee	=	\$	_____	0.00
<u>8</u>	# of Breakfasts @ \$10.00	per meal	=	\$	_____
<u>6</u>	# of Lunches @ \$15.00	per meal	=	\$	_____
<u>7</u>	# of Dinners @ \$21.00	per meal	=	\$	_____
_____	# of Days lodging @ \$_____	per night	=	\$	_____
	Total Advance	=	\$	_____	317.00

Fund #: 01104030 Line Item: 550300

I hereby request authorization to travel outside 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 report within ten days of returning from this travel or the full advance will be deducted from my next paycheck.

[Signature]
EMPLOYEE SIGNATURE

03/28/2023
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. Related brochures or other supporting data are attached and 3 meals are included in the registration fee being requested and will not be reimbursed. Please issue travel expense advance if requested.

[Signature]
DEPARTMENT DIRECTOR

3-29-23
DATE

APPROVAL FROM TWO (2) MEMBERS OF THE COMMISSIONERS' COURT:

SIGNATURE

DATE

SIGNATURE

DATE

NOTE: TRAVEL IS NOT APPROVED WITHOUT ALL SIGNATURES. TRAVEL MAY NOT BE REIMBURSED WITHOUT PROPER AUTHORIZATION AND SUPPORTING DOCUMENTATION.



Join | Contact Us

2023 NSA Annual Conference

June 26-29, 2023

DeVos Place Convention Center

Grand Rapids, MI



PRELIMINARY AGENDA

All events located at the DeVos Place Convention Center, unless otherwise noted

COMMITTEE DAY – SUNDAY, JUNE 25, 2023

7:00am

– Attendee Registration

4:00pm

7:00am

– Exhibitor Registration

5:00pm

8:00am

– Committee Meetings

6:00pm

NOTE: The Legal Affairs and Jail, Detention, and Corrections Committees meet later in the week. Please see the **committee schedule** for dates/times.

DAY 1 – MONDAY, JUNE 26, 2023

7:00am

– Attendee & Exhibitor Registration

7:00pm

7:00am

– First-Time Attendee Breakfast – Invitation Only

8:00am

8:00am

– Seminars

11:30am

8:00am

– NSA Board of Directors Meeting

1:00pm

9:00am

-

Spouses' Breakfast

12:00pm

9:00am

-

DHSLA Training, Day 1 (you must register for this)

1:00pm

3:00pm

-

General Session

5:00pm

5:00pm

-

Welcome Reception and Grand Opening of the [Exhibit Hall](#)

7:00pm

DAY 2 – TUESDAY, JUNE 27, 2023

7:30am

-

Attendee Registration

5:30pm

7:30am

-

Exhibitor Registration

12:30pm

8:30am

-

[Exhibit Hall Open](#) (Coffee & Donuts will be available in the Exhibit Hall during this time)

12:30pm

12:30pm

-

Awards Luncheon

2:00pm

1:00pm

-

DHSLA Training, Day 2 (you must register for this)

5:00pm

2:00pm

-

Seminars

5:30pm

DAY 3 – WEDNESDAY, JUNE 28, 2023

9:00am – 2:00pm	Exhibit Hall Open
12:00pm – 1:30pm	Lunch in the Hall
All Day	Election for NSA Executive Committee & Board of Directors
2:00pm – 5:30pm	Seminars

DAY 4 – THURSDAY, JUNE 29, 2023

8:00am – 11:30am	Seminars
10:00am – 11:00am	NSA Board of Directors Meeting
11:00am – 4:00pm	Drone Competition
5:30pm – 6:30pm	President's Reception
6:30pm – 8:30pm	President's Banquet

REGISTER

