



LUBBOCK COUNTY
TRAVEL AUTHORIZATION & TRAVEL ADVANCE REQUEST FORM TA507

Employee: L. Tex Recter Department: Lubbock County Sheriff's Office CID
Vendor #: 12421 G/L Account: 01104630-550300
Purpose of Travel: Training - Foundational Homicide Investigator Destination(City,State): Spokane, WA
Departure Date: 7/13/25 Return Date: 7/19/25

| ESTIMATED TRAVEL EXPENSE (attach supporting documents and/or receipts, excluding meal receipts) | | | | | | | | |
|---|---|------------|-----------|-----------|-----------|-----------|----------|---------------|
| Dates of Travel | 7/13/25 | 7/14/25 | 7/15/25 | 7/16/25 | 7/17/25 | 7/18/25 | 7/19/25 | WEEKLY TOTALS |
| Breakfast-Per Diem | \$ 0.00 | \$ 22.00 | \$ 22.00 | \$ 22.00 | \$ 22.00 | \$ 22.00 | \$ 22.00 | \$ 132.00 |
| Lunch-Per Diem | \$ 23.00 | \$ 23.00 | \$ 23.00 | \$ 23.00 | \$ 23.00 | \$ 23.00 | \$ 23.00 | \$ 161.00 |
| Dinner-Per Diem | \$ 36.00 | \$ 36.00 | \$ 36.00 | \$ 36.00 | \$ 36.00 | \$ 36.00 | \$ 0.00 | \$ 216.00 |
| TOTAL PER DIEM | | | | | | | | \$ 509.00 |
| EXPENSES PAID BY PO OR PCARD (attach supporting documents and/or receipts, excluding meal receipts) | | | | | | | | |
| Lodging | \$ 126.00 | \$ 126.00 | \$ 126.00 | \$ 126.00 | \$ 126.00 | \$ 126.00 | \$ 0.00 | \$ 756.00 |
| Parking | \$ 10.00 | \$ 10.00 | \$ 10.00 | \$ 10.00 | \$ 10.00 | \$ 10.00 | \$ 0.00 | \$ 60.00 |
| Airline (describe) | Southwest Airlines | | | | | | | \$ 299.00 |
| Rental Car (describe) | Avis Car Rental | | | | | | | \$ 449.00 |
| Registrations | Foundational Homicide Course for IHIA Members | | | | | | | \$ 385.00 |
| Other (describe) | Hotel listed is Courtyard Spokane Downtown at the Convention Center | | | | | | | \$ 0.00 |
| Mileage Rate | 0.70 | # of Miles | | | | | | \$ 0.00 |
| TOTAL ESTIMATED TRAVEL EXPENSES | | | | | | | | \$ 1,949.00 |

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: 07-22-2025 totaling, \$509.00

L. Tex Recter
PRINTED NAME OF EMPLOYEE

[Signature]
EMPLOYEE'S SIGNATURE

4/23/25
DATE

I hereby certify the above-requested travel for official Lubbock County business is directly related to this department's operations. There are sufficient un-expended 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** 0 **meals are included in the registration feed and will not be reimbursed.** Please issue a travel expense advance if requested.

DAN CORBIN
PRINTED NAME OF DIRECTOR

[Signature]
DIRECTOR'S SIGNATURE

4-25-25
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.

ANGELA MARTINEZ

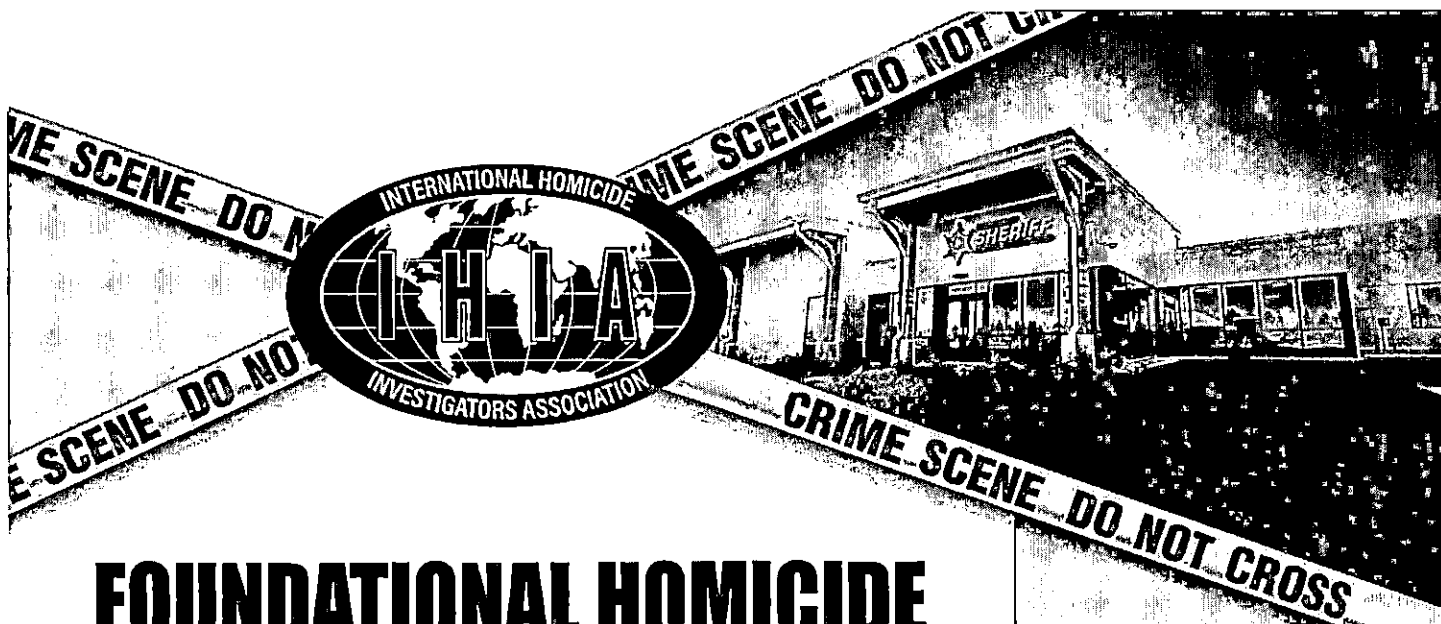
Return to: _____



FY 2025 per diem rates for Washington

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

| Primary destination | County | M&IE total | Breakfast | Lunch | Dinner | Incidental expenses | First and lastday of travel |
|------------------------------|---|------------|-----------|-------|--------|---------------------|-----------------------------|
| Standard Rate | Applies for all locations without specified rates | \$68 | \$16 | \$19 | \$28 | \$5 | \$51.00 |
| Everett / Lynnwood | Snohomish | \$86 | \$22 | \$23 | \$36 | \$5 | \$64.50 |
| Ocean Shores | Grays Harbor | \$86 | \$22 | \$23 | \$36 | \$5 | \$64.50 |
| Olympia / Tumwater | Thurston | \$80 | \$20 | \$22 | \$33 | \$5 | \$60.00 |
| Port Angeles / Port Townsend | Clallam / Jefferson | \$92 | \$23 | \$26 | \$38 | \$5 | \$69.00 |
| Richland / Pasco | Benton / Franklin | \$86 | \$22 | \$23 | \$36 | \$5 | \$64.50 |
| Seattle | King | \$92 | \$23 | \$26 | \$38 | \$5 | \$69.00 |
| Spokane | Spokane | \$86 | \$22 | \$23 | \$36 | \$5 | \$64.50 |
| Tacoma | Pierce | \$86 | \$22 | \$23 | \$36 | \$5 | \$64.50 |
| Vancouver | Clark / Cowlitz / Skamania | \$86 | \$22 | \$23 | \$36 | \$5 | \$64.50 |



FOUNDATIONAL HOMICIDE INVESTIGATIONS COURSE

JULY 14-18, 2025
Spokane County Sheriff - Regional Training Center
13033 W SR 902 | Spokane, WA 99224

Presented by the IHIA, FBI, Attorney General of Washington
and Spokane Sheriff's Office.



\$385.00

IHIA MEMBERS

\$435.00

NON-IHIA MEMBERS

Includes all training materials, IHIA membership,
coffee each morning, and a networking event.

REGISTER

This event is for Law Enforcement personnel only. If you are not in law
enforcement, please contact the IHIA to confirm your eligibility to attend.

Topics Include:

- Responsibilities of the Homicide Investigator
- Investigative Considerations
- Crime Scene Investigation
- Evidence Processing
- Lab Capabilities
- Suspect Development & Elimination
- Interview & Interrogation
- Exploitation of Digital Evidence
- Cellular Analysis
- Media & Public Information Officer Relationship
- Criminal Investigative Analysis
- Role of the Medical Examiner/Coroner
- Investigative Resources (FBI ViCAP)
- Child Abductions/Death Investigations
- Documentation/Report Writing
- Defense Attorney/Prosecutor Relationship
- Legal Matters
- Courtroom Testimony

For questions, please contact

IHIA Western Region Director/Sr. Investigator Ed Striedinger, edward.striedinger@atg.wa.gov, (206) 992-5610

Lt. Steve Lewis (ret), (813) 299-9921, slewis@ihia.org or visit IHIA.org