



LUBBOCK COUNTY

TRAVEL AUTHORIZATION & TRAVEL ADVANCE REQUEST FORM TA507

Employee: Trina Ellis Department: Medical Examiner
 Vendor #: 16159 G/L Account: 011-045-550300
 Purpose of Travel: 2026 IACME Annual Training Conference Destination(City,State): Las Vegas, Nevada
 Departure Date: 7/18/26 Return Date: 7/24/26

ESTIMATED TRAVEL EXPENSE (attach supporting documents and/or receipts, excluding meal receipts)								
Dates of Travel	7/18/26	7/19/26	7/20/26	7/21/26	7/22/26	7/23/26	7/24/26	WEEKLY TOTALS
Breakfast-Per Diem	\$ 22.00	\$ 22.00	\$ 22.00	\$ 22.00	\$ 22.00	\$ 22.00	\$ 22.00	\$ 154.00
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	\$ 36.00	\$ 252.00
TOTAL PER DIEM								\$ 567.00
EXPENSES PAID BY PO OR PCARD (attach supporting documents and/or receipts, excluding meal receipts)								
Lodging	\$ 150.29	\$ 150.29	\$ 150.29	\$ 150.29	\$ 150.29	\$ 150.29	\$ 0.00	\$ 901.74
Parking								\$ 0.00
Airline (describe)	Southwest Airlines							\$ 695.89
Rental Car (describe)								\$ 0.00
Registrations	IACME Conference Registration Fee							\$ 660.00
Other (describe)								\$ 0.00
Mileage Rate	0.725	# of Miles						\$ 0.00
TOTAL ESTIMATED TRAVEL EXPENSES								\$ 2,257.63

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: 7/13/26 totaling, \$ 567.00

Trina Ellis
 PRINTED NAME OF EMPLOYEE

Trina Ellis
 EMPLOYEE'S SIGNATURE

6/9/26
 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 fee and will not be reimbursed.** Please issue a travel expense advance if requested.

Bambi Trevino
 PRINTED NAME OF DIRECTOR

[Signature]
 DIRECTOR'S SIGNATURE

6/9/26
 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: Bambi Trevino



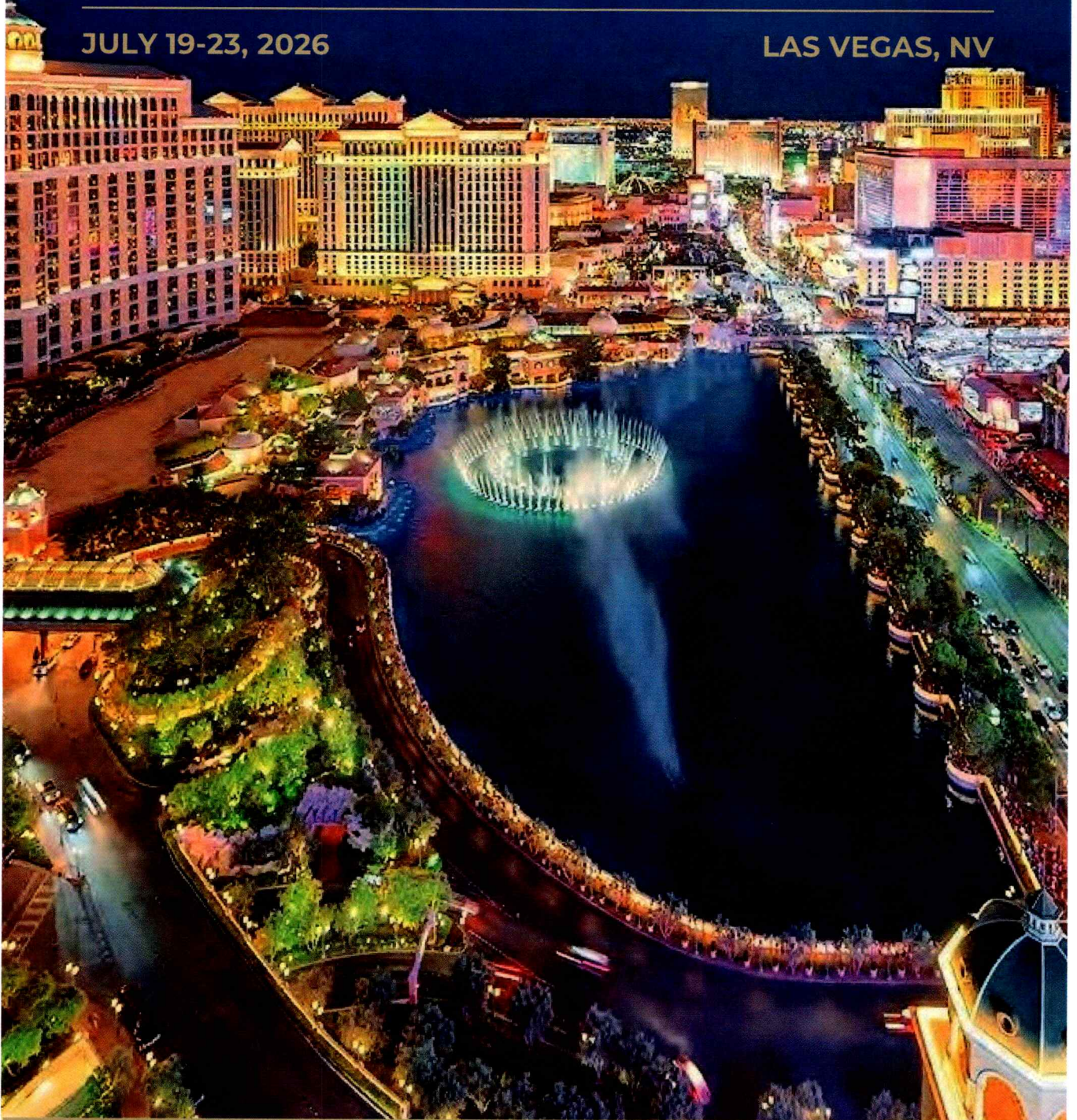
IACME

2026 Annual Conference

INTERNATIONAL ASSOCIATION OF CORONERS & MEDICAL EXAMINERS

JULY 19-23, 2026

LAS VEGAS, NV



REGISTRATION GUIDE



ATTENDEE REGISTRATION

Advanced Medicolegal Death Investigation Symposium

\$450.00 USD for Members
\$750.00 USD for Non-Members

Pricing After April 16th
\$550.00 USD for Members
\$850.00 USD for Non-Members

Mastering Forensic Odontology: Science, Practice, and Application

Registration being facilitated by the ADA:
<https://engage.ada.org/courses/681/view>

Registration Fees

Contact us for group discounts.
Registration is refundable, less a processing fee of \$15, until May 1, 2026. Processing Fee from May 2, 2026 to June 30, 2026, will result in a 50% refund of registration costs.
Registration cancellations after July 1, 2026 will not be refunded. All non-member attendees will receive a free 2026 membership.

Conference Reservations & Questions

info@theiacme.com
www.theiacme.com

Core Concepts of Medicolegal Death Investigations

\$450.00 USD for Members
\$750.00 USD for Non-Members

Pricing After April 16th
\$550.00 USD for Members
\$850.00 USD for Non-Members

Hotel Accommodations

Golden Nugget Hotel
129 East Fremont Street, Las Vegas, NV 89101
(800) 331-5731
<https://goldennugget.reztrip.com/ext/promoRate?property=1115&mode=b&pm=true&sr=1038491&vr=3>

As low as \$62.00 per night plus 13% tax and discounted resort fee of \$20.00 plus 13% tax. Ask for the IACME discount symposium rate using code [GSIAC26](#). Be sure to secure your reservations as soon as possible. This rate is available through June 1, 2026 or until this reserved block of rooms fill.



CONFERENCE AGENDA

Core Concepts of Medicolegal Death Investigations Course: Sunday-Thursday

Advanced Medicolegal Death Investigation Symposium: Monday-Thursday

Forensic Odontology Course: 2 days Virtual (Must be completed in advance) Sunday-Tuesday

SATURDAY, JULY 18

9:00am - 12:00pm Executive Committee Meeting

1:00pm - 4:00pm Board of Directors Meeting

SUNDAY, JULY 19

7:00am - 8:00am Core Concepts of MDI Course & Forensic Odontology Course Registration

8:00am - 5:00pm Core Concepts of MDI Course & Forensic Odontology Course

3:30pm - 5:00pm Exhibitor Only Reception

5:00pm - 7:00pm Registration

5:30pm - 8:00pm Welcome Reception, Exhibit Hall Open

MONDAY, JULY 20

7:00am - 8:00am Registration

7:30am - 5:00pm Exhibit Hall Open

8:00am - 9:00am IACME Opening Ceremonies

MONDAY, JULY 20 (continued)

9:00am - 5:00pm Core Concepts of MDI Course

9:00am - 5:00pm Advanced MDI Symposium

9:00am - 5:00pm Forensic Odontology Course

5:30pm - 10:00pm IACME Networking Event at The Sphere

TUESDAY, JULY 21

7:30am - 5:00pm Exhibit Hall Open

8:00am - 5:00pm Core Concepts of MDI Course

8:00am - 5:00pm Advanced MDI Symposium

8:00am - 5:00pm Forensic Odontology Course

7:00pm - 10:00pm IACME Pool Side Reception (The Hideout at the Pool 3rd Level)



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Core Concepts of Medicolegal Death Investigations Course: Sunday-Thursday

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WEDNESDAY, JULY 22

7:30am - 5:00pm Exhibit Hall Open

8:00am - 5:00pm Core Concepts of MDI
Advanced MDI Symposium

11:30am - 1:30pm General Membership Meeting/Luncheon

1:30pm - 5:00pm Family Advocacy Workshop

THURSDAY, JULY 23

8:00am - 5:00pm Exhibit Hall Open
Core Concepts of MDI
Advanced MDI Symposium