

Return to: ANGELA MARTINEZ

Vendor# 7417

GL# 01104630-550300

**LUBBOCK COUNTY
TRAVEL AUTHORIZATION & PER DIEM 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.** AGENDAS, BROCHURES, FLYERS, OR OTHER SUPPORTING DOCUMENTS MUST BE ATTACHED.

NAME: Garrett, Kortney DATE: Feb. 10, 2025
Last First

DESTINATION(CITY,STATE): Washington, DC

PURPOSE: National Peace Officer Memorial

TRAVEL DATE(S): May 11-17, 2025

Per Diem requested by the _____ day of _____, _____.

<u>7</u>	# of Breakfasts	@ \$15.00	per meal	=	\$ <u>105.00</u>
<u>7</u>	# of Lunches	@ \$16.00	per meal	=	\$ <u>112.00</u>
<u>7</u>	# of Dinners	@ \$30.00	per meal	=	\$ <u>210.00</u>
Total Advance				=	\$ <u>427.00</u>

Org: 01104630-550300 Object: 01104630-550300

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 expense form within ten days of returning from this travel or the full advance will be deducted from my next paycheck.

Kortney Garrett
EMPLOYEE SIGNATURE

2-10-25
DATE

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[Signature]
DEPARTMENT DIRECTOR

2-25-25
DATE

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

SIGNATURE

DATE

SIGNATURE

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.

Return to: ANGELA MARTINEZ

Vendor# 15079

GL# 01104630-550300

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NAME: Martinez, Roberto DATE: Feb. 10, 2025
Last First

DESTINATION(CITY,STATE): Washington, DC

PURPOSE: National Peace Officer Memorial

TRAVEL DATE(S): May 11-17, 2025

Per Diem requested by the _____ day of _____, _____.

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7 # of Lunches @ \$16.00 per meal = \$ 112.00

7 # of Dinners @ \$30.00 per meal = \$ 210.00

Total Advance = \$ 427.00

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[Signature]
EMPLOYEE SIGNATURE

2-14-25
DATE

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DEPARTMENT DIRECTOR

2-25-25
DATE

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Return to: ANGELA MARTINEZ

Vendor# 15061
GL# 01104630-550300

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NAME: Roman, Uriel DATE: Feb. 10, 2025

DESTINATION(CITY,STATE): Washington, DC

PURPOSE: National Peace Officer Memorial

TRAVEL DATE(S): May 11-17, 2025

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Urm MM 8/57 2/12/2025
EMPLOYEE SIGNATURE DATE

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[Signature] 2-25-25
DEPARTMENT DIRECTOR DATE

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Vendor# 15694

Return to: ANGELA MARTINEZ

GL# 01104630-550300

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NAME: Barnes, Anthony DATE: Feb. 10, 2025

Last First

DESTINATION(CITY,STATE): Washington, DC

PURPOSE: National Peace Officer Memorial

TRAVEL DATE(S): May 11-17, 2025

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[Signature]
EMPLOYEE SIGNATURE

02-10-2025
DATE

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[Signature]
DEPARTMENT DIRECTOR

2-25-25
DATE

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4/30

Return to: ANGELA MARTINEZ

Vendor# 15650

GL# 01104630-550300

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NAME: Tidwell, Jeremy DATE: Feb. 14, 2025

DESTINATION(CITY,STATE): Washington, DC

PURPOSE: National Peace Officer Memorial

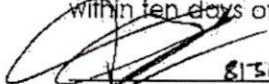
TRAVEL DATE(S): May 11-17, 2025

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EMPLOYEE SIGNATURE

2/16/2025
DATE

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Vendor# 10237
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NAME: Trevino, Roy DATE: Feb. 10, 2025

DESTINATION(CITY,STATE): Washington, DC

PURPOSE: National Peace Officer Memorial

TRAVEL DATE(S): May 11-17, 2025

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ATrevino DATE: 2-16-25
EMPLOYEE SIGNATURE DATE

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DEPARTMENT DIRECTOR DATE

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DONATE



DONATE

Police Week Schedule 2025

SCHEDULE OF EVENTS

Mark your calendars for the following programs and events!

SUNDAY, MAY 11, 2025

10:00am – 5:00pm | Museum Open
1:00pm – 2:00pm | National Police K9 Memorial Service

MONDAY, MAY 12, 2025

10:00am – 5:00pm | Museum Open
2:00pm – 3:00pm | Police Unity Tour Bicycle Ride-In | Memorial
3:00pm – 3:30pm | Police Unity Tour Ceremony | Memorial
7:00pm | Honor Guard and Ambassadors Reception

TUESDAY, MAY 13, 2025

10:00am – 5:00pm | Museum Open
6:00pm – 7:30pm | Pre-Vigil Reception | Invitation Only | National Mall
8:00pm – 10:00pm | Candlelight Vigil | National Mall and Livestream

WEDNESDAY, MAY 14, 2025

10:00am – 5:00pm | Museum Open

THURSDAY, MAY 15, 2025

10:00am – 5:00pm | Museum Open
12:00pm – Midnight | Stand Watch for the Fallen | Memorial

FRIDAY, MAY 16, 2025

10:00am – 5:00pm | Museum Open

SATURDAY, MAY 17, 2025

10:00am – 5:00pm | Museum Open

Beyond the events above, all are welcome at the Memorial any time, day or night. The Memorial remains open to the public 24/7. If you are interested in attending the museum, you can get more information here: nleomf.org/museum/

Events