

Travel/Education Request Form

Name(s): TRAY Wellman

Department: Moody County Sheriff

Travel/Education

Date(s)	Destination
9-12	Sierra Vista AZ
through	National Sheriff
9-16	meetings

Reason for Travel: _____

Passengers: _____

Estimated Expenses:

• Method of Travel: _____ County Vehicle _____ Private Auto _____ Airfare
 _____ Miles @ \$ _____ /per mile = \$ _____

• Meals: _____ Breakfast @ \$10 = \$ 30
 _____ Lunch @ \$14 = \$ 42
 _____ Dinner @ \$ 21 = \$ 63

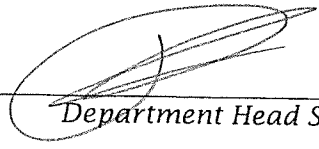
***Employees will not be reimbursed for meals that are included in the registration fee.

• Additional Expenses (taxi, parking, etc):
 Please list _____ = \$ _____

• Lodging: 4 Estimated number of days/nights = \$ 96.⁰⁰

• Registration _____ Estimated cost = \$ _____

Total Cost Estimate = \$ 384.⁰⁰


 Department Head Signature

07-27-22
 Date