CITY COUNCIL

TRAVEL AUTHORIZATION REQUEST

I hereby request that I be authorized to proceed on official city business to the following named places and return to San Antonio, on or about the dates indicated and to be reimbursed for the travel expenses incurred in performance thereof from city funds in accordance with prescribed policies and procedures applied to such reimbursement.

NAME OF TRAVELER: **Ron H. Segovia**

Destination or Itinerary: (If more than one point, state, "in order listed" or "any order.")
Saltilo, Mexico – This trip serves as a study mission to learn about the impact of this economic generator for Northern Mexico and its potential for San Antonio.

Estimated date of departure from San Antonio: **November 17, 2003**

Estimated date of return to San Antonio: **November 19, 2003**

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GRATUITOUS OR NON-CITY FUNDED TRIPS

This trip will be paid for (entirely) or (partially) by a third party or from non-City funds.

DONOR: _____

VALUE: _____

EXCEPTIONS:
- X Official Business only
- _____ Dual purpose-Goodwill
- _____ Dual purpose-Education
- _____ Dual purpose-City Business

Financial Data:
Estimated cost of travel: **$ 838.00**

Travel Advance requested: **$ 0.00**

Fund, Account & Index Code to be charged: **01-03-01/600890**

Ronald D. Segovia
(Signature of Traveler)

I hereby certify that the above request for travel authorization has been approved by the City Council on the 6th day of November 2003

MAYOR

ATTEST: Yolanda L. Ledesma
CITY CLERK