

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.

Richard Perez

Destination or Itinerary: (If more than one point, state, "in order listed" or "any order.")

Maxwell Airforce Base - Montgomery, Alabama - 51st Annual National Security Forum

Estimated date of departure from San Antonio:

Sunday, May 23, 2004

Estimated date of return to San Antonio:

Wednesday, May 26, 2004

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:

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Official Business only
Dual purpose-Goodwill
Dual purpose-Education
Dual purpose-City Business

Financial Data:

Estimated cost of travel:

\$617.90

Travel Advance requested:

\$154.50

Fund, Account & Index Code to be charged:

010401 601245

Signature of Traveler _____

I hereby certify that the above request for travel authorization has been approved by the City Council on the _____ day of _____, 2004.

MAYOR

ATTEST

:

CITY CLERK

2004 APR 28 AM 8:50

RECEIVED
CITY OF SAN ANTONIO
CITY CLERK