

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.

Enrique M. Barrera

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

To attend the 92nd Annual Texas Municipal League conference and Exhibition at the American Bank Center in Corpus Christi, Texas

Estimated date of departure from San Antonio: Wednesday, Oct. 27, 2004

Estimated date of return to San Antonio: Friday, Oct. 29, 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:



Official Business only



Dual purpose-Goodwill



Dual purpose-Education



Dual purpose-City Business

Financial Data:

Estimated cost of travel:

\$790.00

Travel Advance requested:

\$0

Fund, Account & Index Code to be charged:

01-06-01/601625


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

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