

Agenda item 25

CITY COUNCIL

TRAVEL AUTHORIZATION REQUEST

RECEIVED
CITY OF SAN ANTONIO
CITY CLERK

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:

COUNCILMAN ROGER O. FLORES

Purpose and Justification of Travel:

To represent the city at the 2006 International Summit for Waterfront Cities.

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

Estimated date of departure from San Antonio:

Tuesday, February 7, 2006

Estimated date of return to San Antonio:

Sunday, February 12, 2006

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:

Kaohsiung, Taiwan

VALUE:

\$3,540.00

EXCEPTIONS:

<input checked="" type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>

Official Business only
Dual purpose-Goodwill
Dual purpose-Education
Dual purpose-City Business

Financial Data:

Estimated cost of travel:

Travel Advance requested:

Fund, Account & Index Code to be charged:

\$500.00

010101/0000/5207010



Signature of Traveler

I hereby certify that the above request for travel authorization has been approved by the City Council on the ____ day of ____, 2006.

MAYOR

ATTEST:

CITY CLERK