



<u>Jamper Jam</u>	<u>03/27 /2023</u>	Court Order No:	<input type="checkbox"/>
Employee Signature	Date		Approved
<u>Poorinder Taneja</u>	<u>03/26 /2023</u>	Date:	<input type="checkbox"/>
Supervisor/Department Head Signature	Date		Disapproved

Updated January 9, 2018

TARRANT COUNTY PUBLIC HEALTH DEPARTMENT
TRAVEL REQUEST
ALLOW FOUR (4) WEEKS TO PROCESS CHECK REQUESTS

DO NOT PURCHASE AIRLINE TICKETS WITHOUT APPROVAL

DIVISION	Informatics
EMPLOYEE NAME:	TITLE:
Jennifer Jones	Analyst, Population Health

TO ATTEND	2023 Environmental Systems Research Institute User Conference		
LOCATION	San Diego, California		
DATE OF DEPARTURE	7/10/2023	DATE OF RETURN	7/14/2023
MODE OF TRANSPORTATION	Airline		

ESTIMATED COST:	
MEALS	\$ 220.00
HOTEL	\$ 864.54
REGISTRATION	
TRANSPORTATION	\$ 823.59
OTHER: Baggage	\$ 60.00
TOTAL	\$ 1,968.13

BUDGETED:			
YES <input checked="" type="checkbox"/> X			
NO <input type="checkbox"/>			
AMOUNT BUDGETED:	\$	6,004.00	
AMOUNT AVAILABLE:	\$	4,313.56	
588261	TD400-2023	5100 016 000	N/A
Account #	Fund	Cost Center	Grant

APPROVED:	
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DEPARTMENT HEAD	

DENIED:	
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DEPARTMENT HEAD	

COMMENTS:
No cost for registration.

PER DIEM
YES <input type="checkbox"/> X
NO <input type="checkbox"/>
<i>Please Initial</i>