



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: COUNCILWOMAN ANTONIETTE MOORHOUSE

Purpose and Justification of Travel:

Participate with the City's Delegation in presenting the City of San Antonio's 2003 Federal Initiatives Program to the U.S. congressional members and Federal agencies.

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

Estimated date of departure from San Antonio: Monday, February 10, 2003
Estimated date of return to San Antonio: Wednesday, February 12, 2003

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: \$998.04
Travel Advance requested: \$343.50
Fund, Account & Index Code to be charged: 11/01-03-01/600890/02-124

Signature of Traveler (handwritten signature)

RECEIVED CITY OF SAN ANTONIO CITY CLERK 2003 JAN 30 PM 3:19

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

ATTEST: Feluda L. Redem CITY CLERK

MAYOR EDWARD D. GARZA

