

TRAVEL AUTHORIZATION REQUEST

ITEM NO.

25

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: Phil Hardberger

Purpose and Justification of Travel:

Participate in USS San Antonio Commissioning Ceremony Events n Corpus Christi, Texas

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

Corpus Christ, Texas

Estimated date of departure from San Antonio: January 13, 2006

Estimated date of return to San Antonio: January 15, 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:

VALUE:

- EXCEPTIONS: Official Business only, Dual purpose-Goodwill, Dual purpose-Education, Dual purpose-City Business

Financial Data:

Estimated cost of travel: 200.00

Travel Advance requested:

Fund, Account & Index Code to be charged: 0115010001/5207010

Phil Hardberger (Signature of Traveler)

I hereby certify that the above request for travel authorization has been approved by the City Council on the 19th day of January, 2006

[Signature] for MAYOR

ATTEST: Leticia M. Vaca CITY CLERK

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CITY COUNCIL

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MAYOR

ATTEST: \_\_\_\_\_  
CITY CLERK

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