



TRAVEL APPROVAL REQUEST FORM

Please check one:

☒ Out of State Travel (requires Board approval per GC §24058)

☐ In State Travel

Person(s) & Department Requesting Travel	Dates	Location and Nature of Meeting
Captain Eric Taylor	October 28- November 3, 2018	Mesa, AZ Taser Master Instructor School & Conference

ESTIMATED COSTS: ☒ GENERAL FUND ☐ OTHER FUND

REGISTRATION: \$ 975.00

MILEAGE: \$300.00

LODGING: \$ 850.00

MEALS: \$308.00

AIRFARE:

Other:

TOTAL: \$ 2,433.00

☐ APPROVED

☐ NOT APPROVED

Approved by: _____

Anthony Botelho

TITLE: _____

Chairman of the Board

Chairman of Board or CAO or Dept Head

DATE: _____