

Brittany E. Lutz

From: noreply@civicplus.com
Sent: Friday, January 20, 2023 9:00 AM
To: BOCC Consent
Subject: Online Form Submittal: OUT OF STATE TRAVEL REQUEST APPLICATION

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OUT OF STATE TRAVEL REQUEST APPLICATION

Traveler's Name	Phillip Coats
Dept/Committee	Sheriff's Office
Date of Request	1/19/2023
Travel Type	Out of State Travel
Departure Date	2/7/2023 12:00 AM
Return Date	2/11/2023 12:00 AM
Funding Source	Department
Account Code	<i>Field not completed.</i>
Destination (City, County, State)	Jacksonville, Florida
Purpose of Travel	Jail Tour with Central Services- 02/07/23-2/11/2023 Phillip Coats Josh Sainsbury 02/08/2023- 02/11/2023 Joe Kriete John McMillan Total Cost reflects additional \$60.00 per person to cover potential baggage fees. Room tax and fees is unknow- estimated \$120.00 per night.
Hotel - GSA Rate	\$98.00
Hotel - Nightly Rate	\$98.00

Cost Application	Conference Rate
Rental Car Required	No
Hotel Total	\$840.00
Conference Fee	0.00
Daily M&IE at Destination	\$59.00
Rental Car Cost per day	0.00
Explanation for Rate (required if hotel cost is greater than per diem, or government rate)	Conference rate negotiated.
Air Carrier	Delta
Cost of Flight	\$2491.00
Total trip cost (Include all cost totals)	\$5355.20
Preparer's Name	Tonya Steele
Preparer's Title	Support Specialist
Preapproved by EO/DH?	Yes

Use of travel card to fill a rental vehicle gas tank prior to its return is recommended.

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