

COLUMBUS CONSOLIDATED GOVERNMENT

P.O. Box 1340 Columbus, Georgia 31902-1340

TRAVEL AUTHORIZATION REQUEST CITY COUNCILOR

Sponsored Organization and Conference / Training Estimated Cost Registration - \$600.00 Hotel - Average \$278.25 x 4 = \$1,113 Reimbursable Amount - Per diem \$48 x 4 days = \$192.00 Mileage: 246 miles one way x 2 = 492 x 0.56 = \$276.00 TOTAL ESTIMATED COST: \$2,181 TRAVEL POLICY- Dated: September 16, 2013, which reads in part; "City Councilors should submit their travel requests to the Clerk of Council. The Clerk of Council will list request to approve travel on his/her agenda for a vote at a regular City Council meeting. All travel request must conform to the requirements, terms and conditions of this Policy." Funds are available in the FY22 Budget to cover the expenses (0101-100-1000-CNCL-6641). In accordance with the Travel Policy and Procedures of the Columbus Consolidated Government, As the Cler of Council, I am respectfully requesting authorization for Councilor Toyia Tucker to attend the conference a listed above. Sandra T. Davis Date	Name of Traveler / Registrant	Councilor Toyia Tucker
Estimated Cost Registration - \$600.00	Month of Travel	November 2021
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