



## COLUMBUS CONSOLIDATED GOVERNMENT

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

### TRAVEL AUTHORIZATION REQUEST CITY COUNCILOR

Name of Traveler / Registrant	Councilor Toyia Tucker
Month of Travel	February 2022

Sponsored Organization and Conference / Training	2022 NACo Legislative Conference
Estimated Cost	<b><u>Registration</u></b> - \$520.00 <b><u>Hotel Fee</u></b> - \$259 x 6 = \$1,554 <b><u>Airline</u></b> - \$400 <b><u>Reimbursable Amount</u></b> - Per diem \$48 x 6 days (\$288) <b>TOTAL ESTIMATED COST: <u>\$2,762.</u></b>

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 a request to approve travel on his/her agenda for a vote at a regular City Council meeting. All travel requests must conform to the requirements, terms and conditions of this Policy.”*

Funds are available in the FY21 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 Clerk of Council, I am respectfully requesting authorization for Councilor Toyia Tucker to attend the training as listed above.

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Sandra T. Davis  
Clerk of Council  
Council of Columbus, Georgia

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Date