



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	August 2021

Sponsored Organization and Conference / Training	GMA's Annual Convention <u>Class attending:</u> <i>Effective Practices for Municipal Operations 101 - \$160.00</i> <i>Entrepreneur Friendly Cities - \$160.00</i> <i>Municipal Annexation - \$175.00</i>
Estimated Cost	<u>Registration</u> - \$425.00 <u>Hotel Fee</u> - \$239 x 5 = \$1,195 <u>Reimbursable Amount</u> - Per diem \$48 x 5 days = \$240.00 TOTAL <u>ESTIMATED</u> COST: <u>\$2,355</u>

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.

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

Date