

**From:** Jan Bilton <JBilton@ndaa.org>  
**To:** "jhealey@co.fort-bend.tx.us" <jhealey@co.fort-bend.tx.us>  
**Date:** 1/4/2011 8:50 AM  
**Subject:** Trial Advocacy I Feb. 28-March 4, 2011 Acceptance

NDAА COURSE ATTENDANCE  
APPROVAL FORM

THIS FORM MUST BE RETURNED VIA FAX BEFORE AN ACCEPTANCE  
PACKET CAN BE MAILED TO THE ATTENDEE

COURSE NAME: February 28-March 4, 2011

COURSE DATE: 20. Feb 27-4

[please check one]:

I, Mr. John Healey, hereby

☒ APPROVE      ☐ DISAPPROVE

the participation of Mr. Mandana Mahmoudi in the above-named course.

I understand and agree that lodging [which includes breakfast, lunch and two refreshment breaks]; and airfare (including the travel agent's fee) up to \$550 will be paid for by NDAA. Evening dinner and any other incidentals are NOT covered. If the attendee plans to drive, NDAA will reimburse only for pre-approved mileage. The hotel room at the NAC must be guaranteed with a credit card, which will only be used for incidental expenses or late cancellations. If the participant is unable to participate in this course after confirmation, a cancellation must be made in writing, signed by applicant and yourself, and FAXED to [803] 705-5060, or [803] 705-5011. The cancellation must indicate the specific reason[s].

Cancellations made AFTER an airline ticket has been issued will require the participant to reschedule training at the National Advocacy Center within a specified time period. This period may be as short as 90 days. If travel is not made within this time period, your office may be charged the cost of the ticket.

SIGNED: John Healey  
[Elected/Appointed Prosecutor]

NAME: Mr. John Healey

DATE: 1/4/11

Please sign and return via FAX to 803.705.5060 by 1/14/2011. If approved, the acceptance packet will be sent to the attendee when we receive this form.

\* DO NOT MAKE AIRLINE RESERVATIONS UNTIL THE ATTENDEE  
RECEIVES THE ACCEPTANCE PACKET.