

**FORT BEND COUNTY
TRAVEL AUTHORIZATION**

TO: COMMISSIONERS COURT

I hereby request permission for the following person (s) to make an official trip outside of Fort Bend County:

Chad Norvell _____

DATE OF DEPARTURE: Sunday, April 24, 2016

DATE OF RETURN: Friday, April 29, 2016

DESTINATION: Alexandria, VA

PURPOSE OF TRIP: SMILE Conference

MODE OF TRANSPORTATION: Air Fare

FUNDING SOURCE: 100560100 - 63200

DEPARTMENT HEAD APPROVAL: David Marcaurele, Chief
Name & Department

DATE: 2/12/2016 _____
Signature

APPROVED COMMISSIONERS COURT: _____
Presiding Official

Date

(Emergency Approval: _____ Date: _____)