

**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:

Jeff Kovar

DATE OF DEPARTURE: Friday, January 11, 2019

DATE OF RETURN: Tuesday, January 15, 2019

DESTINATION: New Orleans, Louisiana

PURPOSE OF TRIP: ACA 2019 Winter Conference

MODE OF TRANSPORTATION: county vehicle

FUNDING SOURCE: 100560112 - 63200

CAPTAIN APPROVAL: Captain Daniel Quam, Detention Bureau

Name & Department

DATE: 11-16-18

Signature

DEPARTMENT HEAD APPROVAL: Chief Deputy David Marcaurele

Name & Department

DATE: 11/16/18

Signature

APPROVED COMMISSIONERS COURT:

Presiding Official

Date

(Emergency Approval: _____

Date: _____)