

REGISTRATION INFORMATION

FBC-LEO
 c/o City of Miramar Attn: E.LaRoche
 2300 Civic Center Place
 Miramar, FL 33025
 954-602-3198

TRAVEL EXPENSE STATEMENT

HOTEL INFORMATION

Courtyard by Marriott
 14500 Hotel Road
 Miramar, FL 22027
 954-450-1801

DATE: **3.1.2017**

1. TRAVELER'S NAME: Reginald Sessions
 2. DEPARTURE DATE: 3/16/2017
 3. RETURN DATE: 3/18/17
 4. DESTINATION: Miramar, FL
 5. CODE CHARGE: 001-1000-511-40.30
 6. AMT BUDGETED: 7,500.00

DEPARTMENT: CITY COMMISSION
 DEPARTURE TIME: 12:00 PM
 RETURN TIME: 8:00 PM
 PURPOSE: Florida Black Caucus of Local Elected Officials - Spring Conference

7. BALANCE AVAILABLE: 5500

Expenses must comply with City Code of Ord 1-158.
 Per Diem Allowance \$50.00 or \$12.50 per quarter day.
 Class A Travel 24-hour day.

- * REGISTRATION FEE:
- * HOTEL BILL: Confirmation # **83772632**
- BAGGAGE ALLOWANCE (\$5 PER PERSON)
- * COMMUNICATION:
- * FARES: AIR FARE
- * TAXI, BUS
- * CAR RENTAL
- * MILEAGE @ 0.535 244
- * GASOLINE EXPENSE
- * TOLL ROAD FEES OR PARKING FEES
- * MISC. EXPENSES
- MEALS
- BREAKFAST @ \$8.00
- LUNCH @ \$8.00
- 1 DINNER @ \$20.00
- SPECIAL LUNCHEON/BANQUET
- 6.5% STATE TAX
- 15% GRATUITIES

PREPAID EXPENSES	CREDIT CARD	ESTIMATED CASH EXPENSES	ACTUAL CASH EXPENSES
305.89			
	343.95		
		5.00	
		130.54	
		0.00	
		0.00	
		20.00	
		1.30	
		3.00	

BREAKFAST = When travel begins before 6:00 a.m. and extends beyond 8:00 a.m.
 LUNCH = When travel begins before 12:00 noon and extends beyond 2:00 p.m.
 DINNER = When travel begins before 6:00 p.m. and extends beyond 8:00 p.m.

TOTALS	305.89	343.95	159.84	
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ADVANCE CASH RECEIVED: _____
 REFUND DUE CITY: _____
 REFUND DUE EMPLOYEE: _____

TRAVEL APPROVED BY: *E. LaRoche*
 DEPARTMENT SUPERVISOR
[Signature]
 CITY MANAGER
 (270 WITH CITY MANAGER SIGNATURE ACCEPTED)

EXPENSES ARE ALSO INCLUDED FOR THE FOLLOWING PERSONS:

* RECEIPT REQUIRED
 REV 1/17 DLN

*CONDITIONAL APPROVAL
 NEED CITY COMMISSION APPROVAL*

COPY

copy



DESCRIPTION

FLORIDA BLACK CAUCUS OF LOCAL ELECTED OFFICIALS

Join us for the Florida Black Caucus of Local Elected Officials Spring Conference March 16th and 17th in the City of Miramar, FL. Our annual conference allows us to exclusively work on FBC-LEO business. Take advantage of this opportunity to network, obtain professional development, best share practices, ethics training and more. In addition, we have arranged for special discounted tickets to attend Jazz in the Gardens if you decide to stay through the weekend.

Please note, Hotel Reservations must be made directly at Courtyard Marriott, 954 450-1801 - FBC-LEO Block of Rooms.

Payment Options:

Online via Eventbrite

By Check, Mail as follows:

FBC-LEO - c/o City of Miramar, Attention Edna LaRoche

2300 Civic Center Place

Miramar, FL 33025

For additional information, please email elaroche@miramarfl.gov or call 954-602-3198.



TAGS

Things To Do In Miramar, FL

Conference

Government



SHARE WITH FRIENDS

DATE AND TIME

Thu, Mar 16, 2017, 5:30 PM --

Fri, Mar 17, 2017, 5:00 PM EDT

[Add to Calendar](#)

LOCATION

Courtyard by Marriott

14500 Hotel Road

Miramar, FL 22027

[View Map](#)

FRIENDS WHO ARE GOING



[Connect to Facebook](#)

FBC-LEO President, Wayne Messam - Mayor of Miramar, FL
Organizer of FLORIDA BLACK CAUCUS OF LOCAL ELECTED OFFICIALS SPRING CONFERENCE

[PROFILE](#) [CONTACT](#)

Eventbrite

Search for events

BROWSE EVENTS

HELP



SIGN UP

LOG IN

CREATE EVENT

FLORIDA BLACK CAUCUS OF LOCAL ELECTED OFFICI...

Thu, Mar 16, 2017, 5:30 PM – Fri, Mar 17, 2017, 5:00 PM EDT

\$86 – \$308



DATE AND TIME

Thu, Mar 16, 2017, 5:30 PM –
Fri, Mar 17, 2017, 5:00 PM EDT
Add to Calendar



LOCATION

Courtyard by Marriott
14500 Hotel Road
Miramar, FL 22027
View Map



FRIENDS WHO ARE GOING



Connect to Facebook



**Reservation Confirmation #83772632 for Courtyard Fort Lauderdale
SW/Miramar**

Courtyard By Marriott Reservations to: CSCOTT
Please respond to "Courtyard By Marriott Reservations"

03/01/2017 02:36 PM

Please review your reservation details and keep for your records.



[[[:CY|CNF|en_US]]]



Reservation Confirmation: 83772632

For REGINALD SESSIONS

CHECK-IN DATE

Thursday, March 16, 2017

CHECK-IN TIME

03:00 PM

CHECK-OUT DATE

Saturday, March 18, 2017

CHECK-OUT TIME

12:00 PM

[Modify your reservation](#)

[Cancel your reservation](#)

Dear REGINALD SESSIONS,

We are pleased to confirm your reservation at the Courtyard Fort Lauderdale SW/Miramar. Below is a summary of your booking and room information. We look forward to welcoming you and providing an environment that makes it easy for you to work and relax.

Warm regards,

Courtyard Fort Lauderdale SW/Miramar



[Room Details](#) [Room Details](#)

ROOM TYPE

Guest room, 1 King

NUMBER OF ROOMS

1

GUESTS PER ROOM

1

Adult

GUARANTEED METHOD

Credit Card Guarantee, Visa

[Summary of Charges](#) [Summary of Charges](#)

RATES, TAXES & FEES ARE PER ROOM, PER NIGHT (USD)

Thursday, March 16, 2017-Friday, March 17, 2017

1 night 169.95 USD

Regular Rate

Friday, March 17, 2017-Saturday, March 18, 2017

1 night 174.00 USD

FLORIDA BLACK CAUCUS

ESTIMATED GOVERNMENT TAXES & FEES

18.92 USD

Total for stay (for all rooms)

381.79 USD

Other Charges

- Complimentary on-site parking

[Rate and Cancellation Details](#) [Rate and Cancellation Details](#)

- Please note that a change in the length or dates of your reservation may result in a rate change.
- You may cancel your reservation for no charge until Wednesday, March 15, 2017 (1 day[s] before arrival).
- Please note that we will assess a fee of 188.65 USD if you must cancel after this deadline.

If you have made a prepayment, we will retain all or part of your prepayment. If not, we will charge your credit card.

RATE GUARANTEE LIMITATION(S)

- Changes in taxes or fees implemented after booking will affect the total room price.
- Please note that a change in the length or dates of your reservation may result in a rate change.

ADDITIONAL INFORMATION

- The Responsible Tourist and Traveler
A practical guide to help you make your trip an enriching experience

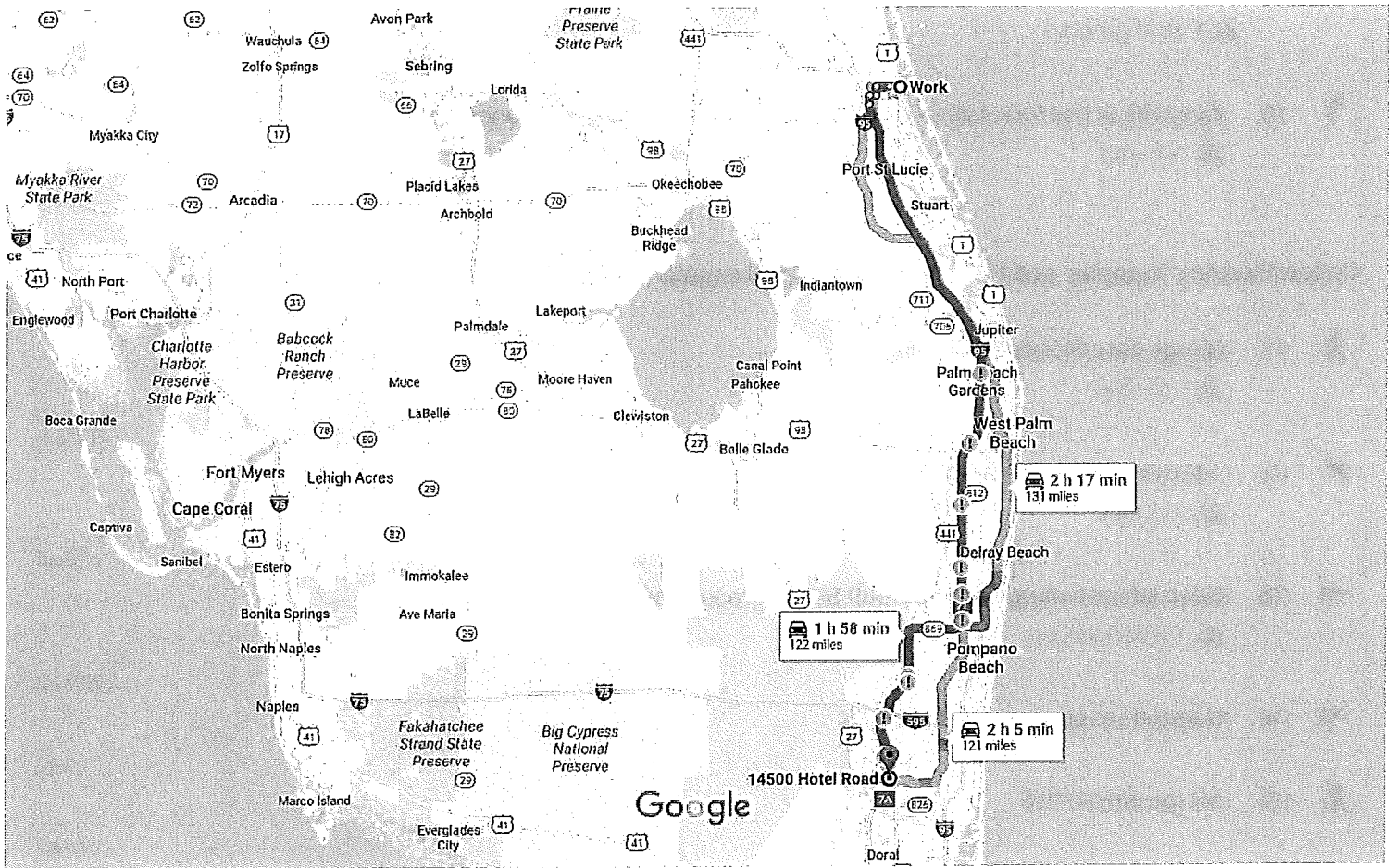
[Contact Us](#) [Contact Us](#)

Call 1-800-321-2211 in the US and Canada

Elsewhere, call our worldwide telephone numbers.

Additional Reservation Information available

DOWNLOAD MARRIOTT MOBILE APP



Map data ©2017 Google, INEGI 10 mi

100 US-1

Fort Pierce, FL 34950

Get on Florida's Turnpike from Orange Ave, S Jenkins Rd, Graham Rd and FL-713 S

- ↑ 1. Head northwest on N 4th St toward Avenue A
17 min (7.6 mi)
- ↶ 2. Turn left at the 1st cross street onto Avenue A
272 ft
- ↶ 3. Turn left onto N 7th St
0.2 mi
- ↷ 4. Turn right onto Orange Ave
72 ft
- ↑ 5. Continue straight onto FL-68 W/Orange Ave
1.4 mi
- ↶ 6. Turn left onto S Jenkins Rd
1.9 mi
- ↷ 7. Turn right onto Graham Rd
1.3 mi
- 1.0 mi

- ↶ 8. Turn left onto FL-713 S
..... 1.1 mi
- ⤴ 9. Use the right lane to take the Florida's Turnpike ramp
 ▲ Partial toll road
..... 0.2 mi
- ↶ 10. Keep left at the fork, follow signs for Miami and merge onto Florida's Turnpike
 ▲ Toll road
..... 0.5 mi

Follow Florida's Turnpike and FL-869 S to S 33rd St/Miramar Pkwy in Miramar. Take exit 7A from I-75 S

- 1 h 35 min (114 mi)
- ⤴ 11. Merge onto Florida's Turnpike
 ▲ Toll road
..... 81.0 mi
 - ↶ 12. Take exit 71 for FL-869 S/Sawgrass Expy toward Coral Springs/Key W
 ▲ Toll road
..... 0.8 mi
 - ↶ 13. Keep left and merge onto FL-869 S/Sawgrass Expy
 ▲ Partial toll road
..... 20.7 mi
 - ↶ 14. Keep left to continue on FL-869 S
..... 1.2 mi
 - ⤴ 15. Merge onto I-75 S
..... 9.9 mi
 - ↶ 16. Take exit 7A for E Miramar Pkwy
..... 0.3 mi

Continue on S 33rd St/Miramar Pkwy. Take SW 148th Ave to Hotel Rd

- 3 min (0.9 mi)
- ⤴ 17. Merge onto S 33rd St/Miramar Pkwy
..... 0.6 mi
 - ↶ 18. Turn left onto SW 148th Ave
..... 0.3 mi
 - ↷ 19. Turn right onto SW 29th St
..... 413 ft
 - ↷ 20. Turn right toward Hotel Rd
..... 79 ft
 - ↷ 21. Turn right onto Hotel Rd
..... 26 ft

14500 Hotel Rd
Miramar, FL 33027