



HIDALGO COUNTY, TEXAS
APPLICATION FOR OFFICIAL TRAVEL

DEPARTMENT NAME: Public Defender
DATE OF REQUEST: 04/25/13
TOTAL NUMBER OF EMPLOYEES TRAVELING: 1
NAME & TITLE OF EMPLOYEE(S) TRAVELING: Sofia Kamal, Assistant Public Defender

EVENT INFORMATION

TITLE OF EVENT: Public Defender Training and the
EVENT DATE(S) FROM: 06/12/13 TO: 06/15/13
DEPARTURE DATE: 06/11/13 RETURN DATE: 06/15/13
LOCATION OF EVENT: CITY: San Antonio STATE: Texas

PURPOSE OF TRAVEL

- Place an "X" by the applicable purpose of the trip.
X To obtain statutorily required continuing professional education.
X To obtain continuing education related to an employee's work or maintenance of a license or certification.
X To testify before legislative bodies, regulatory agencies and commissions, and other forums that may make decisions affecting the County and its affiliated organizations and operations.
X To participate in professional organizations related to the employee or official's job assignment.
X To conduct essential research & information-gathering for improvement of County operations or compliance with law.
To monitor the development of state or federal legislation or implementation of legislation that might affect the County
To participate in forums, coalitions, & discussions relating to the policy, legislative & regulatory interests of the County
To pursue the County's interests in litigation or criminal justice.
To promote the economic development interests of the County.
To carry out other purposes determined by Commissioners' Court to be in the interest of the County (Commissioners' Court approval is attached).

JUSTIFICATION FOR THE NEED TO TRAVEL OUT-OF-STATE

Explain the benefits that this trip it will bring to Hidalgo County. Attach an itinerary, agenda, or schedule for the conference and/ or event. If applicable, justify the need for multiple persons traveling to the same event.

Table with columns: SUMMARY OF ESTIMATED TRAVEL EXPENSES, ESTIMATED EXPENSES, (DBM USE ONLY) FUNDS AVAILABLE BALANCE, MODE OF TRAVEL. Includes rows for Registration Fee, Airfare, Mileage, Lodging, Meals, etc.

Registration: Reg # 235744
Lodging Reg # 235730
Meals, Parking, Mileage Reg # 235742

14. IF HIDALGO COUNTY IS NOT FUNDING ANY OR PART OF THIS TRIP, INDICATE BELOW THE EXPENSE TYPE & SOURCE OF PAYMENT:
MS. KAMAL RECEIVED TWO STIPENDS FROM THE TEXAS CRIMINAL DEFENSE LAWYERS ASSOCIATION IN THE TOTAL AMOUNT OF \$750.00
NOTE: If trip duration is extended to take advantage of lower airfare, a comparison of the savings to the additional estimated cost must be provided with supporting airfare rate documentation.

ELECTED OFFICIAL/DEPARTMENT HEAD CERTIFICATION (Place an "X" by each of the certifications)
I certify that:
Trip expenses are necessary and will be incurred for official county business.
Reasonable efforts to minimize the use of county funds have been explored.
Sufficient funds are available within in my department's budget to pay for the related travel expenses without the need of a budget amendment.
If this trip is for out-of-state training, the training is not available in some other form that does not require out-of-state travel.

APPROVED BY ELECTED OFFICIAL/DEPARTMENT HEAD: [Signature] DATE: 4/29/13 DEPARTMENT CONTACT PERSON: Katti Day PHONE NO.: 292-7040

FOR DEPARTMENT OF BUDGET & MANAGEMENT (DBM) USE ONLY:
TRAVEL IS APPROVED for the individuals listed below:
TRAVEL IS NOT APPROVED for the individuals listed below:

REVIEWED BY (PRINT NAME): Janie Alejos DATE: 5-1-13 REVIEWER'S SIGNATURE: [Signature] PHONE NO.: 292-7025
DBM'S DEPARTMENT HEAD APPROVAL (PRINT NAME): DATE: SIGNATURE OF DBM DEPARTMENT HEAD:

* Please hold hotel check. (will be picked up.)



**HIDALGO COUNTY, TEXAS
SEMINAR, HOTEL, CAR RENTAL, AND AIRFARE
CHECK REQUEST FORM
PAGE 1 OF 2**

DEPARTMENT:	PUBLIC DEFENDER'S	If, applicable, was travel approved by Co. Exec. Officer?	PENDING
DEPARTURE DATE:	6/11/2013	RETURN DATE:	6/15/2013
TO CITY:	SAN ANTONIO	STATE:	TEXAS
NAME OF EMPLOYEES ATTENDING SEMINAR:	SOFIA KAMAL, ASST. PUBLIC DEFENDER		
TOTAL# OF EMPLOYEES ATTENDING SEMINAR:	1		
PURPOSE/BENEFIT TO HIDALGO COUNTY:	TO OBTAIN UPDATED INFORMATION ON NEW LAWS TO PROPERLY REPRESENT HIDALGO COUNTY INDIGENT DEFENDENTS.		

A. WORKSHOP/SEMINAR REGISTRATION(S)

TITLE OF WORKSHOP/SEMINAR:	PUBLIC DEFENDER TRAINING & RUSTY DUNCAN ADVANCED CRIMINAL LAW COURSE		
SPONSORED BY:	TEXAS CRIMINAL DEFENSE LAWYERS ASSOCIATION		
REGISTRATION CHECK PAYABLE TO:	TCDLA		
REGISTRATION ADDRESS:	6808 HILL MEADOW DR.	SEMINAR START DATE:	6/12/2013
	AUSTIN, TX	SEMINAR END DATE:	6/15/2013
	78736	PURCHASE ORDER NO.	235744
1. REGISTRATION COST PER EMPLOYEE:	\$ 260.00	NO. OF EMPLOYEES ATTENDING AT THIS RATE:	1
2. REGISTRATION COST PER EMPLOYEE:		NO. OF EMPLOYEES ATTENDING AT THIS RATE:	
3. "FREE REGISTRATION COST:	"FREE"	NO. OF EMPLOYEES ATTENDING FOR "FREE":	

GL ACCT NO.:	3-1100-412-30-085-003-0-584	TOTAL NO. OF EMPLOYEES ATTENDING:	1
TOTAL COST OF SEMINAR (Registration Cost per Employee x Number of Employees Attending at a rate) A.	\$	260.00	
(SEE PAGE 2 FOR SECTIONS B, C, & D)	TOTAL THIS PAGE (A):	\$	260.00
	TOTAL 2ND PAGE (B + C + D):	\$	720.00
	GRAND TOTAL (A + B + C + D)	\$	980.00

E. CERTIFICATIONS AND EMPLOYEE AUTHORIZATIONS FOR PAYROLL DEDUCTIONS

DEPARTMENT'S PUBLIC OFFICIAL CERTIFICATION: I hereby certify that trip expenditures are necessary and will be incurred for official county business. Reasonable efforts to minimize the use of county funds have been explored. The information and estimates provided on this form are true and as accurate as possible. If it becomes necessary to cancel a trip, all necessary cancellations and notices will be made to the applicable vendors and departments in accordance with the Travel Policy, Guidelines, and Procedures. Travelers have read the Travel Policy, Guidelines, and Procedures and understand that failure to cancel reservations for any reasons other than those allowed by the Travel Policy will be at their expense.

		292-7040
DEPARTMENT'S PUBLIC OFFICIAL (Signature)	DEPARTMENT'S CONTACT PERSON	PHONE #

TRAVELER'S AUTHORIZATION: I certify that if it becomes necessary to cancel a trip, all necessary cancellations and notices will be made to the applicable vendors and departments in accordance with the Travel Policy, Guidelines, and Procedures. If I fail to cancel reservations for reasons other than those allowed by Section 17 of the Travel Policy, Guidelines, and Procedures, I authorize the deduction of any travel expenses incurred by the county on my behalf from my payroll check.

		160954
EMPLOYEE NAME (PRINT)	EMPLOYEE'S SIGNATURE	EMPLOYEE NO.
EMPLOYEE NAME (PRINT)	EMPLOYEE'S SIGNATURE	EMPLOYEE NO.
EMPLOYEE NAME (PRINT)	EMPLOYEE'S SIGNATURE	EMPLOYEE NO.
EMPLOYEE NAME (PRINT)	EMPLOYEE'S SIGNATURE	EMPLOYEE NO.
EMPLOYEE NAME (PRINT)	EMPLOYEE'S SIGNATURE	EMPLOYEE NO.
EMPLOYEE NAME (PRINT)	EMPLOYEE'S SIGNATURE	EMPLOYEE NO.



**HIDALGO COUNTY, TEXAS
SEMINAR, HOTEL, CAR RENTAL, AND AIRFARE
CHECK REQUEST FORM
PAGE 2 OF 2**

DEPARTMENT: PUBLIC DEFENDER'S

DEPARTURE DATE: 6/11/2013 RETURN DATE: 6/15/2013

TO CITY: SAN ANTONIO STATE: TEXAS

NAME OF EMPLOYEES ATTENDING SEMINAR: SOFIA KAMAL, ASST. PUBLIC DEFENDER

TOTAL# OF EMPLOYEES ATTENDING SEMINAR: 1

B. HOTEL RESERVATION(S)

Note: Use of a travel agency is discouraged. Unless a benefit is achieved by other means, you must use the State of Texas travel management services contract by visiting: www.window.state.tx.us/procurement/proq/stmp/

NAME OF HOTEL:	<u>HYATT REGENCY HOTEL</u>	HOTEL PHONE NO:	<u>210-222-1234</u>
ADDRESS OF HOTEL:	<u>123 LOSOYA</u>	CONFIRMATION NO.(S):	<u>21148421</u>
	<u>SAN ANTONIO, TX 78205</u>		
ROOM RATE:	<u>\$ 180.00</u>	PURCHASE ORDER NO.	<u>235730</u>
NUMBER OF NIGHTS:	<u>4</u>	GENERAL LEDGER ACCT NO:	<u>3-1100-412-30-085-003-0-583</u>
ROOM RATE:		TOTAL NO. OF ROOMS:	<u>1</u>
NUMBER OF NIGHTS:			
ROOM RATE:		HOTEL TAX RATE:	<u>0.00%</u>
NUMBER OF NIGHTS:			
TOTAL CHECK AMOUNT FOR HOTEL (Daily Room Rate x No. of Rooms x No. of Days x Tax Rate) B.			<u>\$ 720.00</u>

C. CAR RENTAL(S)

Note: Reservations for car rentals made under the name of Hidalgo County are required to be made through the State of Texas travel management services contract by visiting: www.window.state.tx.us/procurement/proq/stmp/

IS A COUNTY VEHICLE ASSIGNED TO YOUR DEPARTMENT? YES / NO	<u>NO</u>	IF YES, EXPLAIN REASON FOR NOT UTILIZING IT? Attach memo if more space needed.	<u>N/A</u>
NAME OF CAR RENTAL COMPANY:	<u>N/A</u>		
ADDRESS OF CAR RENTAL COMPANY:	<u>N/A</u>		
<i>Note: Coordination of travel is required for every group of 4 or less</i>			
PHONE NUMBER OF CAR RENTAL COMPANY:			
VEHICLE NO. 1 TYPE:		VEHICLE NO. 2 TYPE:	
DAILY CAR RATE:		DAILY CAR RATE:	
NUMBER OF DAYS:		NUMBER OF DAYS:	
CONFIRMATION NO.:		CONFIRMATION NO.	
VEHICLE NO. 1 - NAMES OF EMPLOYEES TRAVELING:		VEHICLE NO. 2 - NAMES OF EMPLOYEES TRAVELING:	
PURCHASE ORDER NO.		GL ACCT NO:	
TOTAL CHECK AMOUNT FOR CAR RENTAL (Daily Car Rate x No. of Days) C.			<u>\$ -</u>

D. AIRFARE(S)

Note: Use of a travel agency is discouraged. Refundable fares should be considered if possibility of a trip cancellation exists.

NAME OF AIRLINE COMPANY:	<u>N/A</u>		
ADDRESS OF AIRLINE COMPANY:			
PHONE NO. OF AIRLINE COMPANY:		CONFIRMATION NO.:	
ROUND TRIP AIRFARE PER PERSON:			
NUMBER OF TRAVELERS:			
GENERAL LEDGER ACCOUNT NUMBER		P.O. NO.	
TOTAL CHECK AMOUNT FOR AIRLINE COMPANY D.			<u>\$ -</u>
SUBTOTAL (B+C+D)			<u>\$ 720.00</u>



HIDALGO COUNTY, TEXAS OUT-OF-COUNTY – TRAVEL ADVANCE REQUEST

A. TRIP AND TRAVELER INFORMATION

EMPLOYEE NAME:	SOFIA KAMAL		EMPLOYEE I.D. NO.:	160954	EMPLOYEE TITLE:	ASST. PUBLIC DEFENDER
DEPARTMENT:	PUBLIC DEFENDER'S		DO YOU HAVE AN OUSTANDING TRAVEL ADVANCE?	NO		
DEPARTURE DATE:	6/11/13		RETURN DATE:	6/15/13		
TIME OF DEPARTURE:	1:00 P.M.		TIME OF RETURN:	7:00 P.M.		
TO CITY:	SAN ANTONIO		STATE:	TEXAS		
SEMINAR/CONFERENCE/MEETING:	START DATE:	6/11/2013	END DATE:	6/15/2013	ACTUAL NO. OF DAYS	5
TITLE OF WORKSHOP/CONFERENCE:	PUBLIC DEFENDER TRAINING & RUSTY DUNCAN ADVANCED CRIMINAL LAW COURSE					
METHOD OF TRAVEL (AIR TRAVEL/ PERSONAL VEHICLE/ COUNTY VEHICLE/ CAR RENTAL):	PERSONAL VEHICLE		IS COORDINATION OF TRAVEL REQUIRED? IF NO, ATTACH WRITTEN EXPLANATION FROM THE COUNTY OFFICIAL:	NO		
LIST NAMES OF COUNTY EMPLOYEES TRAVELING WITH YOU IN THE COUNTY VEHICLE, CAR RENTAL, OR PERSONAL VEHICLE?	N/A					
DO YOU HAVE A COUNTY VEHICLE ASSIGNED TO YOUR DEPARTMENT?	NO		IF YES, EXPLAIN REASON FOR NOT UTILIZING COUNTY VEHICLE?			
PURPOSE/BENEFIT TO HIDALGO COUNTY: TO OBTAIN REQUIRED CLE						

B. ESTIMATED EXPENSES:

I. MEALS: (Meals for one-day travel not requiring an overnight stay will not be advanced)										
Meals will be prorated for partial days	Meal Rate	MONTH / DAY	MONTH / DAY	MONTH / DAY	MONTH / DAY	MONTH / DAY	MONTH / DAY	MONTH / DAY	Total	
Breakfast	\$9.00		\$9.00	\$9.00	\$9.00	\$9.00			\$36.00	
Lunch	\$12.00		\$12.00	\$12.00	\$12.00	\$12.00			\$48.00	
Dinner	\$18.00	\$18.00	\$18.00	\$18.00	\$18.00	\$18.00			\$90.00	
Total	\$39.00	\$18.00	\$39.00	\$39.00	\$39.00	\$39.00	\$0.00	\$0.00	\$174.00	
<i>Meal per diems must be prorated for 1st day and last day of travel as follows:</i>										
Departure:					Arrival:					
Before 8:00 a.m. (breakfast, lunch, & dinner)					\$	39.00	Before 8:00 a.m. (breakfast)		\$	9.00
8:00 a.m. - 1:00 p.m. (lunch & dinner)					\$	30.00	8:00 a.m.- 6:00 p.m. (breakfast & lunch)		\$	21.00
After 1:00 p.m. (dinner)					\$	18.00	After 6:00 p.m. (breakfast,lunch,&dinner)		\$	39.00
II. INCIDENTAL EXPENSES (taxi fare, shuttle fare, gas charges for car rentals, airport and hotel parking):										
Expense type:	PARKING		4		days @	\$	20.00	\$ 80.00		
III. PERSONAL VEHICLE MILEAGE 430 Miles @ \$ 0.565 (Current Rate) \$ 242.95										
<i>(Note: Mileage may be advanced calculated on a point-to-point basis using "Mapquest" at the current county adopted rate per highway mile. Incidental mileage will not be advanced. In addition, "Coordination of Travel" may apply (see Section 7 of the Travel Policies, Guidelines, and Procedures). When traveling out of state, if the most economical means of travel is driving, traveler must supply documentation to support the price of the airfare at the time of travel.</i>										
IV. OTHER (Itemize)										
V. P.O. # ISSUED UNDER EMPLOYEE'S NAME FOR THE AMOUNT OF THE TRAVEL ADVANCE: 235142					VI. TOTAL TRAVEL ADVANCE REQUESTED: \$ 496.95					
VII. COMMENTS: VII. GENERAL LEDGER ACCOUNT NUMBER: 3-1100-412-30-085-003-0-583										

C. CERTIFICATION AND AUTHORIZATION TO PAYROLL DEDUCTIONS

I hereby certify that information provided on this form is true and estimated expenditures are reasonable and necessary. The funds will be used by me for the specific trip listed above and not given to or used by another county employee. If my trip is cancelled, I will immediately return the travel advance funds to the County Treasurer no later than 20 calendar days after the seminar/conference/ meeting end date by submitting a Final Travel Expense Claim. In addition, I agree to account for all travel expenditures including the travel advance by submitting a Final Travel Expense Claim, accompanied by required original supporting documentation, no later than 20 days after my seminar/conference/meeting end date. Any unused funds will also be returned to the County Treasurer's Office no later than 20 days after my seminar/conference/meeting end date.

Should I fail to submit a Final Travel Expense Claim, I understand that I will not be allowed to obtain another travel advance until the pending travel advance is settled. In addition, I agree to repay Hidalgo County and further consent to payroll deductions by the County Treasurer to recover the pending travel advance amount.

 EMPLOYEE SIGNATURE	Jaine E. Gonzalez DEPARTMENT OFFICIAL'S NAME <small>(Print Name)</small>	 DEPARTMENT OFFICIAL'S APPROVAL (Signature)
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Sofia Kamal, Asst. Public Defender
Travel on June 11 -15, 2013
San Antonio, TX

C.C. Agunda
Req. # 38458

Obj. Code .583

Hotel \$720.00

Meals \$174.00

Parking \$135.00

Mileage \$242.95

=====

\$1,271.95

Obj. Code .584

Registration \$260.00

TOTAL AMOUNT FOR TRAVEL = \$1,531.95

Public Defender Training

San Antonio, Texas : June 12, 2013 : 6.0 CLE, 1.0 Ethics

Course Directors

- Jeanette Kinard, Austin
- Alex Bunin, Houston

Overview

This program is designed to assist Public Defenders in areas of practice from management to daily activities.

Agenda

Wednesday, June 12, 2013

Time	Topic	Speaker
9:00 am	Registration and Continental Breakfast	Jeanette Kinard, Alex Bunin
9:45 am	Opening Remarks	Rob Cowie
10:00 am	Mitigation	Mary Moriarty
11:00 am	Break	
11:15 am	Ethics	Panel
12:15 pm	Working Lunch Discussion	
1:45 pm	Break	
2:00 pm	Bail Bond Law and its Impact on the Indigent	Mark Hochglaube
3:00 pm	"Court Costs: Why it Matters"	Jani Maselli
4:00 pm	Court of Criminal Appeals	Judge Elisa Alcalá
5:00 pm	Adjourn	

Questions?

E-mail cescoban@tccla.com or call 512.478.2514

The Public Defender Training Seminar is sponsored by CDLP, a project of TCCLA, funded by the Court of Criminal Appeals of Texas.

www.tccla.com

Registration | Materials

Cancellations must be received, in writing, two weeks prior to the seminar to receive a full refund. A 50% refund and materials will be mailed after the seminar for cancellations made within two weeks of the event.

Pre-Registration: Before 05.21.13 – CD Only

Public Defender - Free

\$55 including \$35 tuition (for all classes, continental breakfast and materials) plus a \$20 voluntary payment to support TCCLA.

Texas Criminal Defense Lawyer – Who Regularly Represents Indigent Defendants
Texas Judge
Texas Student

If you do not wish to make the voluntary payment, please remit only \$35 and mark this box.

Special needs or financially unable to pay contact TCCLA

Meeting | Location

The seminar is being held at the Henry B. Gonzalez Convention Center located at 200 E. Market Street, San Antonio, Texas 78205 in the Executive Assembly room *walk through Ballroom B. The entrance is located on Market Street. Parking is available near the convention center.

Lodging Options

Group rate lodging is available at three hotels. You must mention the Texas Criminal Defense Lawyers Association (TCCLA) room block in order to receive the group rate. The cut-off date for all hotels is May 21, 2013 (upon availability). All the hotels have free shuttle service to convention center.

Hotel Name	Phone	Rates	Parking
Hyatt Regency*	210-222-1234	s/d: \$180	s: \$27 v: \$35
Menger Hotel	210-223-4361	s/d: \$117	v: \$25
La Quinta	210-222-9181	s/d: \$85	s: \$17 v: \$21

* Government Room Blocks Available @ Hyatt \$106

Register: New Address

Mail completed registration form with payment to TCCLA | 6808 Hill Meadow Dr. | Austin, Texas 78736

Online www.tccla.com
Fax completed registration form with credit card information to 512.469.0512

Contact Information

- New Member Update My Information

Name: Sofia Kamal

Bar Number: 24043746

Title / Position: Public Defender

Company: Hidalgo Co. P.D.'s Office

Street: 100 N. Chasner, 5th Floor

City: Edinburg State: TX zip: 78539

E-mail: Sofia.Kamal@co.hidalgo.tx.us

Phone: 956-242-7040 Fax: 956-242-7049

Join TCCLA

TCCLA Membership Fees (renew or join as a new member)

New Member * (see below) \$75

Renew Membership – Public Defender \$50

*To sign up as a new member you will need a nominating endorsement from a current TCCLA member.

As a current member of TCCLA, I believe this applicant to be a person of professional competency, integrity, and good moral character. The applicant is licensed in practice law in Texas and is engaged in the defense of criminal cases, unless a student or alternate applicant.

TCCLA Endorser's Name (please print)

TCCLA Endorser's Signature

Payment (CASH IS NOT ACCEPTED) Total: \$ 0

Public Defender

Payment type Check payable to TCCLA Credit Card

Credit Card Number _____ Expiration Date _____

Name on Card _____

Signature _____

Tax Notice: \$36 of your annual dues (\$19 if a student member) is for a one year subscription to the VOICE for the Defense. Dues to TCCLA are not deductible as a charitable contribution but may be deducted as an ordinary business expense. The non-deductible portion of regular and initial membership dues is \$39 in accordance with IRC sec. 6033.

Hidalgo Judicial

Advanced Criminal Law Course

June 13-15, 2013

Contact Information

New Member Update My Information
 Name Sofia Kamal Bar Number 24043746
 Street Address 100 N. Closer, 5th floor
 City Edinburg State Tx Zip 78504 Email sofia.kamal
 Phone 956-292-7040 Fax 956-292-7049

Attending/Material

Circle Appropriate Amount	Pre-registration Before May 21	Onsite Registration After May 21*
Member USB only	\$495	\$585
Member Book/USB	\$545	\$635
Judge Book/USB**	\$310	\$400
New/Veteran Lawyer USB**	\$200	\$300
New/Veteran Lawyer Book/USB**	\$260	\$350
Public Defender USB only*	\$200	\$300
Public Defender Book/USB*	\$260	\$350
Non-member USB only	\$670	\$760
Non-member Book/USB	\$720	\$810

*Note: After May 21st, books are limited

**Attorneys practicing less than five years or more than 45 years and judges receive reduced registration fees.

*Public defenders must work in one of the 16 Texas PD offices or a Federal Public Defender office.

Breakout Tracks—Please Pick One

Taking Your Practice to the Next Level Drugs and Alcohol Sexual Assault Offenses

Social Events (check appropriate box and enter quantity)

Thursday, June 13, 2013

Golf—\$95, \$125 after May 21st Quantity: _____
 TCDLA/Goldstein Pachanga—free Quantity: _____
 Childcare at the Hyatt Reg.—\$5/child Quantity: _____
 (6:00–11:00 pm) >2 years & up
 Child age(s) _____

Friday, June 14, 2013

Awards Banquet—Dinner Service \$200 Quantity: _____
 Childcare at the Hyatt Reg.—\$5/child Quantity: _____
 (6:00–11 pm) >2 years & up
 Child age(s) _____

TCDLA Awards Banquet—New!

Celebrate the best in Texas for 2012–13: Awards for Lawyer of the Year, Hall of Fame, Pro Bono, Presidential honors, and golf winners.

Enjoy a fabulous meal: Alamo Tenderloin Duet of Piloncilla-Rubbed Pork Tenderloin along with an Ancho-Crusted Grilled Beef Tenderloin drizzled with Diablo Sauce.

Can't Attend/Purchase Materials*

Member USB Only \$ 75
 Member Book \$150
 Non-member USB Only \$250
 Non-member Book \$325

*Materials must be ordered by May 21, 2013.

Join TCDLA

TCDLA membership fees (renew or join as a new member)

New member* \$75 Renew membership \$150

*To sign up as a new member, you will need a nominating endorsement from a current TCDLA member.

"As a current member of TCDLA, I believe this applicant to be a person of professional competency, integrity, and good moral character. The applicant is licensed to practice law in Texas and is engaged in the defense of criminal cases, unless a student or affiliate applicant."

TCDLA Endorser's Name (please print) _____

TCDLA Endorser's Signature _____

Payment (cash is NOT accepted) *Payment will be sent by check directly by Hidalgo County.*
 Cancellation Policy: To receive a full refund, cancellations must be made in writing two weeks prior to the seminar. Cancellations made within two weeks of the seminar will be assessed a 50% cancellation fee. Course materials will be sent after the seminar.

Check Payable to TCDLA Credit Card

Credit Card Number _____

Expiration Date _____

Name on Card _____

Signature _____

Tax Notice: \$36 of your annual dues (\$19 if a student member) is for a one-year subscription to the *Voice for the Defense*. Dues to TCDLA are not deductible as a charitable contribution but may be deducted as an ordinary business expense. The non-deductible portion of regular and initial membership dues is \$39, in accordance with IRC, sec. 6033.

Sofia.kamal

From: Jamie Williams [jwilliams@tcdla.com]
Sent: Thursday, April 11, 2013 12:50 PM
To: sofia.kamal@co.hidalgo.tx.us
Cc: judicial.education@cca.courts.state.tx.us
Subject: Public Defender Travel Stipend for PD Training
Attachments: 2013 Travel Reimbursement Form PDT.pdf

Dear Ms. Kamal:

Congratulations! You are approved to receive a Public Defender travel stipend funded by Texas Court of Criminal Appeals Fund through the Texas Criminal Defense Lawyers Association. This travel stipend allows you to attend the Seminar below. The Texas Criminal Defense Lawyers Association and the Criminal Defense Lawyers Project sponsor this course.

- **PD Training- June 12, 2013, San Antonio, TX**

You have been approved for \$371.33. The travel expenses include a hotel stay plus tax per night, personal automobile transportation (mapquest.com) at .45¢ per mile or coach fare airlines, and meals not to exceed \$36 per day, alcohol and tips not included. **ITEMIZED RECEIPTS ARE REQUIRED. THIRD PARTY ONLINE RESERVATIONS (i.e., Expedia, Travelocity, hotels.com, etc.) ARE NOT REIMBURSEABLE. A reimbursement form is included and must be submitted with itemized receipts to TCDLA within 30 days after the event.**

Please call if you have any questions or need to cancel so that funds may be rewarded to someone else.

Sincerely,

Jamie Pulaski-Williams
Seminar Clerk
Texas Criminal Defense Lawyers Association
512.478.2514
512.646.2728 | Direct
512.469.0512 | Fax
jwilliams@tcdla.com

4/12/2013

Sofia.kamal

From: Jamie Williams [jwilliams@tcdla.com]
Sent: Thursday, April 11, 2013 12:52 PM
To: sofia.kamal@co.hidalgo.tx.us
Cc: judicial.education@cca.courts.state.tx.us
Subject: Public Defender Travel Stipend for Rusty Duncan
Attachments: 2013 Travel Reimbursement Form Rusty.pdf

Dear Ms. Kamal:

Congratulations! You are approved to receive a Public Defender travel stipend funded by Texas Court of Criminal Appeals Fund through the Texas Criminal Defense Lawyers Association. This travel stipend allows you to attend the Seminar below. The Texas Criminal Defense Lawyers Association and the Criminal Defense Lawyers Project sponsor this course.

- **Rusty Duncan Advanced Criminal Law Course, June 13-15, 2013, San Antonio, TX**

You have been approved for \$378.67. The travel expenses include a hotel stay plus tax per night, personal automobile transportation (mapquest.com) at .45¢ per mile or coach fare airlines, and meals not to exceed \$36 per day, alcohol and tips not included. **ITEMIZED RECEIPTS ARE REQUIRED. THIRD PARTY ONLINE RESERVATIONS (i.e., Expedia, Travelocity, hotels.com, etc.) ARE NOT REIMBURSEABLE. A reimbursement form is included and must be submitted with itemized receipts to TCDLA within 30 days after the event.**

Please call if you have any questions or need to cancel so that funds may be rewarded to someone else.

Sincerely,

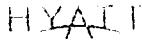
Jamie Pulaski-Williams
Seminar Clerk
Texas Criminal Defense Lawyers Association
512.478.2514
512.646.2728 | Direct
512.469.0512 | Fax
jwilliams@tcdla.com

4/12/2013

Customer Service

English

Hyatt Gold Passport Sign In or Join



Hyatt Home > Rates & Reservations > Change Cancel > Reservations > Change Reservation

VIEW RESERVATION



Hyatt Regency San Antonio
 123 Losoya
 San Antonio, Texas, USA
 78205
 Tel: +1 210 222 1234
 Fax: +1 210 227 4925
[Maps & Directions](#)

Confirmation #: 21148421



[Learn More](#)

RESERVATION ASSISTANCE

For assistance within the U.S. & Canada, please call 1-800-492-8804.

For international assistance, please [click here](#).

[Visit Hotel Site](#) [View Photos](#)

TX Crim Def Lawy [Rate Details](#)

	Tuesday	Wednesday	Thursday	Friday
2 Double Beds	180.00	180.00	180.00	180.00
Room Details Room Photos				

Additional Fees & Taxes
 COUNTY TAX : 12.60 USD
 CITY TAX : 64.80 USD
 STATE TAX : 43.20 USD
 Changes in taxes or fees will affect the total price.

Subtotal **720.00 USD**
Taxes & Fees **120.60 USD**

Total Per Room **840.60 USD**

Reservation Summary

SOFIA KAMAL
 100 N Klosner 5th Flr
 Edinburg, TX
 78539
Hyatt Regency San Antonio
 San Antonio Texas USA

Check-in Date:
 Tue 11 Jun, 2013
Check-out Date:
 Sat 15 Jun, 2013

1 Adults
 0 Children
 1 Room

Cancellation Policy:
 Cancel 48hours Prior To Arrival To Avoid One Night Pnly

Guarantee Policy:
 Credit Card Guarantee Required

Reservation Links

[Glossary of Terms](#)
[Currency Converter](#)

Personal Information

Guest Name: SOFIA KAMAL
Address: 100 N Klosner 5th Flr
 Edinburg, TX
 78539
Phone #: Not available for display
Email: SOFIKAMAL@YAHOO.COM

Gold Passport #: Not available for display
IATA #: Not available for display
Private Line#: Not available for display

Travel Details

Check-in Date: 06-11-2013
Check-out Date: 06-15-2013

Number of Adults: 1 Adult
Number of Children: 0 Children
Number of Rooms: 1 Room
Cancellation Policy: Cancel 48hours Prior To Arrival To Avoid One Night Pnly

Deposit Policy: Credit Card Guarantee Required

Room Preferences

Room Preferences:
 Hyatt will guarantee your request for a Non-Smoking room(s).

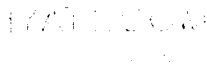
Estimated Check-in: Not available for display

Comments:

*Off? Stipend \$340.
 City \$500.*

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