



HIDALGO COUNTY, TEXAS
APPLICATION FOR OFFICIAL TRAVEL

DATE OF REQUEST: 07/17/13
TOTAL NUMBER OF EMPLOYEES TRAVELING: 1

DEPARTMENT NAME: Elections

NAME & TITLE OF EMPLOYEE(S) TRAVELING: Yvonne Ramon (Elections Administrator)

EVENT INFORMATION

TITLE OF EVENT: The Election Center's 29th Annual National Conference
EVENT DATE(S) FROM: 08/13/13 TO: 08/17/13
DEPARTURE DATE: 08/12/13 RETURN DATE: 08/18/13
LOCATION OF EVENT: CITY: Savannah STATE: Georgia

PURPOSE OF TRAVEL

- Place an "X" by the applicable purpose of the trip.
- To obtain statutorily required continuing professional education.
 - To obtain continuing education related to an employee's work or maintenance of a license or certification.
 - 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.
 - To participate in professional organizations related to the employee or official's job assignment.
 - 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.

SUMMARY OF ESTIMATED TRAVEL EXPENSES	ESTIMATED EXPENSES	(DBM USE ONLY) FUNDS AVAILABLE BALANCE	MODE OF TRAVEL (Place an "X" by applicable mode of travel)
1. REGISTRATION FEE(S)	\$ 1,048.00	✓	AIRFARE*
Subtotal for Object Code 584	\$ 1,048.00	✓	BUS**
2. AIRFARE- ROUNDTRIP COACH FARE ONLY <i>726.60</i>	\$ <i>726.60</i>	✓	Rental Car** <input checked="" type="checkbox"/>
3. TAXI FARE	\$ -	✓	County Vehicle**
4. BUS FARE	\$ -	✓	Private Vehicle**
5. RENTAL CAR	\$ 228.04	✓	OTHER** (Specify)
6. GASOLINE/DIESEL/FUEL	\$ 120.00	✓	
7. MILEAGE REIMBURSEMENT	\$ -	✓	
8. TELEPHONE CALLS	\$ -	✓	
9. PARKING	\$ <i>132.00</i>	✓	
10. LODGING	\$ 949.68	✓	
11. MEALS	\$ 234.00	✓	
12. OTHER EXPENSES	\$ -	✓	
Subtotal for Object Code 583 <i>2390.32</i>	\$ <i>2989.72</i>	✓	
13. TOTAL ESTIMATED TRAVEL EXPENSES <i>3408.28</i>	\$ <i>4038.72</i>	✓	
14. IF HIDALGO COUNTY IS NOT FUNDING ALL OR PART OF THIS TRIP, INDICATE BELOW THE EXPENSE TYPE & SOURCE OF PAYMENT:			

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: Yvonne Ramon DATE: 7-18-13 DEPARTMENT CONTACT PERSON: Resid Jim PHONE NO.: 318 2570

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): Sanie Alejos DATE: 7-18-13 REVIEWER'S SIGNATURE: Sanie Alejos PHONE NO.: 292-7025

DBM'S DEPARTMENT HEAD APPROVAL (PRINT NAME): _____ DATE: _____ SIGNATURE OF DBM DEPARTMENT HEAD: _____

2013 JUL 18 PM 3:51

HIDALGO COUNTY
BUDGET OFFICE

Registration
Req # 239741
Req # 239736

Lodging
Req # 240036

Vehicle Rental
Req # 240048

Airfare
Req # 239649

meals, Parking Gas
Req # 240218



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

DEPARTMENT: Elections If, applicable, was travel approved by Co. Exec. Officer? No

DEPARTURE DATE: 8/12/2013 RETURN DATE: 8/18/2013

TO CITY: Savannah STATE: _____

NAME OF EMPLOYEES ATTENDING SEMINAR: _____ Yvonne Ramon

TOTAL # OF EMPLOYEES ATTENDING SEMINAR: _____ 1

PURPOSE/BENEFIT TO HIDALGO COUNTY:
The Election Center's 29th Annual National Conference

A. WORKSHOP/SEMINAR REGISTRATION(S)

TITLE OF WORKSHOP/SEMINAR: The Election Center's 29th Annual National Conference

SPONSORED BY: The Election Center

REGISTRATION CHECK PAYABLE TO: The Election Center

REGISTRATION ADDRESS: P.O. Box 965 SEMINAR START DATE: _____
Elk Grove, CA 95759 SEMINAR END DATE: _____
PURCHASE ORDER NO. Key# 239741

1. REGISTRATION COST PER EMPLOYEE:	<u>\$ 499.00</u>	NO. OF EMPLOYEES ATTENDING AT THIS RATE:	<u>1</u>
2. REGISTRATION COST PER EMPLOYEE:	_____	NO. OF EMPLOYEES ATTENDING AT THIS RATE:	_____
3. "FREE REGISTRATION COST:	<u>"FREE"</u>	NO. OF EMPLOYEES ATTENDING FOR "FREE":	_____

GL ACCT NO.: 1-1100-414-00-130-001-0-584 TOTAL NO. OF EMPLOYEES ATTENDING: 1

TOTAL COST OF SEMINAR (Registration Cost per Employee x Number of Employees Attending at a rate) A.	<u>\$ 499.00</u>
(SEE PAGE 2 FOR SECTIONS B, C, & D)	TOTAL THIS PAGE (A): <u>\$ 499.00</u>
	TOTAL 2ND PAGE (B + C + D): <u>\$ 1904.32 2631.72</u>
	GRAND TOTAL (A + B + C + D): <u>\$ 2403.32 3130.72</u>

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.

<u>Yvonne Ramon</u> DEPARTMENT'S PUBLIC OFFICIAL (Signature)	<u>Robie Jim</u> DEPARTMENT'S CONTACT PERSON	<u>318-2570</u> PHONE #
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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.

<u>Yvonne Ramon</u> EMPLOYEE NAME (PRINT)	<u>Yvonne Ramon</u> EMPLOYEE'S SIGNATURE	<u>1160626</u> 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: Elections
 DEPARTURE DATE: 8/12/2013 RETURN DATE: 8/18/2013
 TO CITY: Savannah STATE: _____
 NAME OF EMPLOYEES ATTENDING SEMINAR: Yvonne Ramon
 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/prog/stmp/

NAME OF HOTEL: Hyatt Regency Savannah HOTEL PHONE NO: 912-238-1234
 ADDRESS OF HOTEL: 2 West Bay Street CONFIRMATION NO.(S): 26036483
Savannah, GA 31401
 ROOM RATE: \$ 167.20 PURCHASE ORDER NO. Req# 240036
 NUMBER OF NIGHTS: 5 GENERAL LEDGER ACCT NO: 3-1100-414-00-130-001-0-583
 ROOM RATE: _____ TOTAL NO. OF ROOMS: 1
 NUMBER OF NIGHTS: _____
 ROOM RATE: _____ HOTEL TAX RATE: 13.59%
 NUMBER OF NIGHTS: _____
 TOTAL CHECK AMOUNT FOR HOTEL(Daily Room Rate x No. of Rooms x No. of Days x Tax Rate). B. \$ 949.68

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/prog/stmp/

IS A COUNTY VEHICLE ASSIGNED TO YOUR DEPARTMENT? YES / NO _____ IF YES, EXPLAIN REASON FOR NOT UTILIZING IT? Attach memo if more space needed. _____
 NAME OF CAR RENTAL COMPANY: Enterprise
 ADDRESS OF CAR RENTAL COMPANY: _____
Note: Coordination of travel is required for every group of 4 or less
 PHONE NUMBER OF CAR RENTAL COMPANY: _____
 VEHICLE NO. 1 TYPE: Standard VEHICLE NO. 2 TYPE: _____
 DAILY CAR RATE: \$ 38.00 DAILY CAR RATE: _____
 NUMBER OF DAYS: 6 NUMBER OF DAYS: _____
 CONFIRMATION NO.: _____ CONFIRMATION NO.: _____
 VEHICLE NO. 1 - NAMES OF EMPLOYEES TRAVELING: Yvonne Ramon VEHICLE NO. 2 - NAMES OF EMPLOYEES TRAVELING: _____
 PURCHASE ORDER NO. Req#240042 GL ACCT NO: 3-1100-414-00-130-001-0-583
 TOTAL CHECK AMOUNT FOR CAR RENTAL (Daily Car Rate x No. of Days) C. \$ 228.00

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: United Airlines
 ADDRESS OF AIRLINE COMPANY: _____
 PHONE NO. OF AIRLINE COMPANY: _____ CONFIRMATION NO.: _____
 ROUND TRIP AIRFARE PER PERSON: \$ 1,454.00
 NUMBER OF TRAVELERS: 1
 GENERAL LEDGER ACCOUNT NUMBER 3-1100-414-00-130-001-0-583 P.O. NO. _____
 TOTAL CHECK AMOUNT FOR AIRLINE COMPANY D. \$ 726.60 ~~1,454.00~~

SUBTOTAL (B+C+D) \$ 1904.32 ~~2,631.72~~



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

A. TRIP AND TRAVELER INFORMATION

EMPLOYEE NAME:	Yvonne Ramon		EMPLOYEE I.D. NO.:	166626	EMPLOYEE TITLE:	Elections Administrator
DEPARTMENT:	Elections		DO YOU HAVE AN OUSTANDING TRAVEL ADVANCE?	No		
DEPARTURE DATE:	8/12/13		RETURN DATE:	8/18/13		
TIME OF DEPARTURE:	6:45 AM		TIME OF RETURN:	8:04 PM		
TO CITY:	Savannah		STATE:	Georgia		
SEMINAR/CONFERENCE/MEETING:	START DATE:	8/13/2013	END DATE:	8/17/2013	ACTUAL NO. OF DAYS	5
TITLE OF WORKSHOP/CONFERENCE:	The Election Center's 29th Annual National Conference					
METHOD OF TRAVEL (AIR TRAVEL/ PERSONAL VEHICLE/ COUNTY VEHICLE/ CAR RENTAL):	Car Rental		IS COORDINATION OF TRAVEL REQUIRED? IF NO, ATTACH WRITTEN EXPLANATION FROM THE COUNTY OFFICIAL.			
LIST NAMES OF COUNTY EMPLOYEES TRAVELING WITH YOU IN THE COUNTY VEHICLE, CAR RENTAL, OR PERSONAL VEHICLE?	Yvonne Ramon					
DO YOU HAVE A COUNTY VEHICLE ASSIGNED TO YOUR DEPARTMENT?			IF YES, EXPLAIN REASON FOR NOT UTILIZING COUNTY VEHICLE?			
PURPOSE/BENEFIT TO HIDALGO COUNTY:	The Election Center's 29th Annual National Conference					

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
		12-Aug	13-Aug	14-Aug	15-May	16-May	17-Aug		
Breakfast	\$9.00	\$9.00	\$9.00	\$9.00	\$9.00	\$9.00	\$9.00	\$9.00	\$54.00
Lunch	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$72.00
Dinner	\$18.00	\$18.00	\$18.00	\$18.00	\$18.00	\$18.00	\$18.00	\$18.00	\$108.00
Total	\$39.00	\$39.00	\$39.00	\$39.00	\$39.00	\$39.00	\$39.00	\$0.00	\$234.00

Meal per diems must be prorated for 1st day and last day of travel as follows:

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:	Gas for Rental	6	days @ \$	20.00	\$	120.00
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III. PERSONAL VEHICLE MILEAGE _____ Miles @ \$ 0.510 (Current Rate) \$ -

(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.

Mapquest

IV. OTHER (Itemize)

Hotel Parking at \$22.00 daily	\$	132.00
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V. P.O. # ISSUED UNDER EMPLOYEE'S NAME FOR THE AMOUNT OF THE TRAVEL ADVANCE:	Req# 240218	VI. TOTAL TRAVEL ADVANCE REQUESTED: \$	486.00
VII. COMMENTS:	VII. GENERAL LEDGER ACCOUNT NUMBER:	1-1100-414-00-130-001-0-583	

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	DEPARTMENT OFFICIAL'S NAME (Print Name)	DEPARTMENT OFFICIAL'S APPROVAL (Signature)
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**HIDALGO COUNTY, TEXAS
SEMINAR, HOTEL, CAR RENTAL, AND AIRFARE
CHECK REQUEST FORM
PAGE 1 OF 2**

DEPARTMENT:	Elections	If, applicable, was travel approved by Co. Exec. Officer?	No
DEPARTURE DATE:	8/12/2013	RETURN DATE:	8/18/2013
TO CITY:	Savannah	STATE:	Georgia
NAME OF EMPLOYEES ATTENDING SEMINAR:	Yvonne Ramon		
TOTAL# OF EMPLOYEES ATTENDING SEMINAR:	1		
PURPOSE/BENEFIT TO HIDALGO COUNTY:	The Election Center's 29th Annual National Conference		

A. WORKSHOP/SEMINAR REGISTRATION(S)

TITLE OF WORKSHOP/SEMINAR:	The Election Center's 29th Annual National Conference		
SPONSORED BY:	The Election Center		
REGISTRATION CHECK PAYABLE TO:	The Election Center		
REGISTRATION ADDRESS:	P.O. Box 965 Elk Grove, CA 95759	SEMINAR START DATE:	
		SEMINAR END DATE:	
		PURCHASE ORDER NO.	Reg# 239736
1. REGISTRATION COST PER EMPLOYEE:	\$ 549.00	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.:	1-1100-414-00-130-001-0-584	TOTAL NO. OF EMPLOYEES ATTENDING:	1
TOTAL COST OF SEMINAR (Registration Cost per Employee x Number of Employees Attending at a rate) A.	\$	549.00	
(SEE PAGE 2 FOR SECTIONS B, C, & D)	TOTAL THIS PAGE (A):	\$	549.00
	TOTAL 2ND PAGE (B + C + D):	\$	-
	GRAND TOTAL (A + B + C + D)	\$	549.00

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.

		318-2570
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.

		1106026
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: Elections
 DEPARTURE DATE: 8/12/2013 RETURN DATE: 8/18/2013
 TO CITY: Savannah STATE: Georgia
 NAME OF EMPLOYEES ATTENDING SEMINAR: Yvonne Ramon
 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/prog/stmp/

NAME OF HOTEL: Andaz Savannah HOTEL PHONE NO: _____
 ADDRESS OF HOTEL: 14 Barnard Street CONFIRMATION NO.(s): _____
Savannah, GA 31401
 ROOM RATE: _____ PURCHASE ORDER NO. _____
 NUMBER OF NIGHTS: _____ GENERAL LEDGER ACCT NO: _____
 ROOM RATE: _____ TOTAL NO. OF ROOMS: 1
 NUMBER OF NIGHTS: _____
 ROOM RATE: _____ HOTEL TAX RATE: 14.00%
 NUMBER OF NIGHTS: _____

TOTAL CHECK AMOUNT FOR HOTEL(Daily Room Rate x No. of Rooms x No. of Days x Tax Rate) B. \$ -

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/prog/stmp/

IS A COUNTY VEHICLE ASSIGNED TO YOUR DEPARTMENT? YES / NO _____ IF YES, EXPLAIN REASON FOR NOT UTILIZING IT? Attach memo if more space needed. _____
 NAME OF CAR RENTAL COMPANY: _____
 ADDRESS OF CAR RENTAL COMPANY: _____
Note: Coordination of travel is required for every group of 4 or less
 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: 1-1100-414-00-130-001-0-583

TOTAL CHECK AMOUNT FOR CAR RENTAL (Daily Car Rate x No. of Days) C. \$ -

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: _____
 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. \$ -

SUBTOTAL (B+C+D) \$ -

ION CENTER

ice Office
P.O. Box 965
Elk Grove, CA 95759

NON-PROFIT ORG
U.S. POSTAGE
PAID
CORONA, CA
PERMIT NO. 383

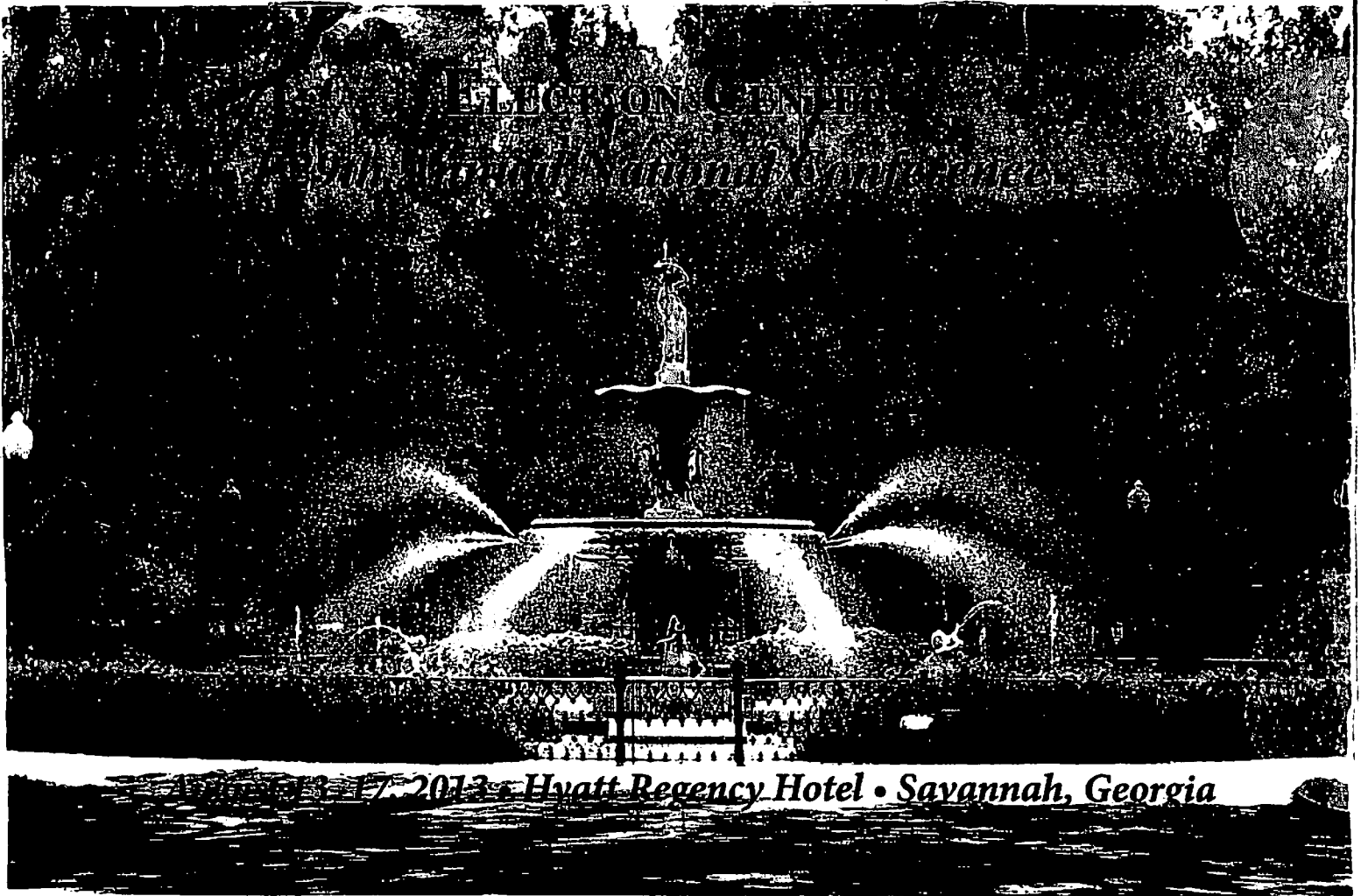
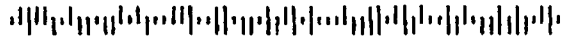
REC'D MAY 20 2013

Yvonne Ramon
101 S. 10th Ave.
Edinburg, TX 78539

IF ADDRESS LABEL IS INCORRECT,
PLEASE NOTIFY SENDER

010001

78539



ELECTION CENTER

THE ELECTION CENTER Board of Directors

Susan Gill, CERA
Hernando, Florida

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A Message from R. Doug Lewis, Executive Director

Conference attendees get what has been termed “the best value in elections or voter registration conferences.” The hallmark of Election Center National Conferences is that you get the most substantive elections programs offered to the profession. Preceding the conference will be three of our Professional Education Courses (you can only take one since they run concurrently); two core courses and one renewal course will be conducted. During the conference you will get to hear the latest in legislation, court cases, current issues, and trends in elections and voter registration; our successful Professional Practices Papers presentations where you get to see really innovative programs offered by your colleagues in other jurisdictions; and the awards luncheon recognizing the accomplishments of your peers and those who serve our profession. And at the end of the formal program we offer a low cost optional tour on Saturday.

As a profession, we find ourselves again the focus of study by lawmakers and by the media and a host of advocacy groups ready to “guide” us. Serious professionals will want to attend to hear about the laments, lawsuits, and legislation aimed at changing what we do and how we do it and to find ideas for future voter registration and election administration. The demands placed on election offices and election professionals continues to grow more complex and professionals cannot afford to fall behind, so attendance is geared to improve your ability to manage well with the challenges facing democracy.

Savannah is the first city founded in Georgia in 1733 and was probably the first “planned” city in America. The city was originally planned to be in 24 Squares and 21 of those survive today. Described as the “Belle” of the South, this is an old world city, with southern charm, modern day advantages and an incredible beauty. With a population of 300,000 it draws up to 5 million visitors a year. It has wonderful restaurants, historic buildings (dating to 1734) and a fun, quirky nightlife. Many books have been written about Savannah including *Midnight in the Garden of Good and Evil*.

Make your reservations TODAY for the Hyatt. What is happening more often is that the hotel sells out of rooms before the deadline for reservations. Since the economy has improved, hotels are filling quickly and you want to make your reservations very early to assure that you get the conference rate. You can register for the conference or enroll in classes on-line and pay by credit card or register through the mail by including your check for registration or tuition. **YOU ARE NOT REGISTERED if your payment is not received**, so make sure you send your check well before the deadline.

If you have questions or need help, call Pat Hawkins in our Conference Office immediately at 916-686-7928

THIS COURSE IS OFFERED FOR CREDIT
FOR CERA GRADUATE STUDENTS ONLY

209
#239741

Course 26

Election Administration Resource Management:
Increasing Revenue and Understanding True Costs

Instructor: Cynthia Bowling, Ph.D., Auburn University, AL

Tuesday, August 13, 2013 9:00 a.m. – 4:30 p.m.
Wednesday, August 14, 2013 8:00 a.m. – 11:00 a.m.

This course will explore election administration and voter registration resources for establishing the cost of elections and registration. It will also explore tools for budget requests including office operating, capital, and equipment budgets. Is it better to purchase or lease? The course will also cover resource requests from the budget official's perspective: What does it take to make the best case for more funding? What is the appropriate way to charge for elections and election services? Specific topics also include adding contractors vs. more staff, and the addition of new technology.

Participants are encouraged to bring a copy of their office/election budget for use in discussion and exercises.

**THE ELECTION CENTER'S
29TH ANNUAL NATIONAL CONFERENCE**

Savannah, Georgia
August 13-14, 2013

PROFESSIONAL EDUCATION PROGRAM REGISTRATION FORM
(Please use a separate form for each person registering)

NAME: Yvonne Ramon Male Female
ADDRESS: 1015. 10th Ave County Hidalgo
CITY/STATE/ZIP: Edinburg, TX 78542
TELEPHONE: Work: 956-318-2510 Home: _____
(For Emergencies)
FAX: _____ Email: yvonne.ramon@co.hidalgo.tx.us
MEMBERSHIP NUMBER: 4515

Please register me for the following course:	(Check only one)
<u>Course #11, History I</u>	
Platinum, Gold, Silver, Blue, Associate	_____ \$399
Non-Member.....	_____ \$599
<u>Course #12, History II</u>	
Platinum, Gold, Silver, Blue, Associate	_____ \$399
Non-Member.....	_____ \$599
<u>Course #17 Comparative Democracies</u>	
Platinum, Gold, Silver, Blue, Associate	_____ \$399
Non-Member.....	_____ \$599
* <u>Course #26 TBA</u>	
Platinum, Gold, Silver, Blue, Associate	_____ <u>\$399</u> + 100 = 499.00
Non-Member.....	_____ \$599

REGISTRATION DEADLINE: July 30, 2013
To register and pay by credit card go to: <http://www.electioncenter.org>
Registration and check received by the Conference Office after July 30, 2013, add \$100 to above fees. *Security requires all students to wear Election Center name badges to enter the classroom. There is no on-site registration for the classes. Sorry we cannot invoice.

CANCELLATION POLICY: Written cancellation stating reason for same must be received by the conference office no later than July 30, 2013 in order to receive full credit toward a class, workshop or conference to be used during the next calendar year less a \$50 processing fee. There will be no credit given for cancellations on or after July 31, 2013.

Please mail this form and check to reach the Conference Office before July 30, 2013 to:
The Election Center
Conference Office
P.O. Box 965
Elk Grove, CA 95759

Mail that requires a signature for delivery cannot be accepted.
For additional information, please call Pat Hawkins at (916) 686-7928.
The Election Center's Federal I.D. Number is 54-1578880.

TENTATIVE SCHEDULE OF EVENTS

SECURITY NOTICE: Because of security concerns, you must wear your Election Center name badge when entering any meeting room, or the exhibit area. Thank you for your cooperation.

Tuesday, August 13, 2013

- 8:00-9:00 Class Registration
(Separate Registration for Classes Required)
- 9:00-4:30 Class #11 History I
Instructor: Steve Brown, Ph.D.
Auburn University, AL
- Class #12 History II
Instructor: Mitchell Brown, Ph.D.
Auburn University, AL
- Class #17 Comparative Democracies
Instructor: Robert Montjoy, Ph.D.
University of New Orleans
New Orleans, LA
- Class #26 Election Administration Resource Management: Increasing Revenue and Understanding True Costs
Instructor: Cynthia Bowling, Ph.D.
Auburn University, AL
- 12:00-1:30 Lunch (Students Only-Ticket Required)

Wednesday, August 14, 2013

- 8:00-11:00 Courses #11, #12 #17 and #26 Continued
- 1:00-3:00 Elections Legislation Committee Meeting
- 1:00-3:00 Postal Committee Meeting
- 2:00-6:00 Educational Exhibit Area Open
- 3:00-5:00 PEP Board Committee Meeting (PEP Board Members Only)
- 5:00-5:30 Ethics Committee

- 4:00-8:00 Registration Desk Open
- 6:00-7:30 Welcome Reception

Thursday, August 15, 2013

- 8:00-3:00 Registration Desk Open
- 8:30-9:00 Continental Breakfast
- 8:00-5:00 Educational Exhibits
- 9:00-9:15 Welcome/Announcements
- 9:15-10:10 US Postal Service Issues for Election Officials
(Closure of distribution centers, loss of Saturday delivery challenges)
- 10:10-10:40 Educational Exhibits/Break
- 10:40-11:05 Serving Voters with Disabilities
(A report on the RAAV activities)
- 11:05-11:20 Election Assistance Commission
(Activities and reports)
- 11:20-12:05 Presidential Commission on Voting Report
- 12:05-12:30 Legislative Update
(A review of proposed and pending federal voter registration and elections legislation)
- 12:30-2:00 No Host Lunch
- 2:00-2:05 Election Ethical Dilemma Presentation
- 2:05-4:15 Professional Practices Presentations
"...and the winner is..."
- 7:00-11:00 Evening on Savannah River-Dinner/Dance
(See brochure for details)

Friday, August 16, 2013

- 8:00-10:30 Registration Desk Open
- 8:00-11:00 Educational Exhibit Area Open

8:30-9:00 Continental Breakfast

9:00-10:15 Concurrent Discussion Groups
 Breakout #1
Bench Marking Task Force Part 1

Breakout #2
EAC 2012 Survey Results and Discussion

Breakout #3
Voting System Sustainability

Breakout #4
Professional Practices Exhibits

10:15-10:45 Educational Exhibits/Break

10:45-12:30 Concurrent Discussion Groups
 Breakout #1
Bench Marking Task Force Part 2

Breakout #2
Report on the Status of Voting System Standards
 from the National Institute for Standards and Technology

Breakout #3
Long Lines Surveys and Discussions

Breakout #4
Federal Laws for Newly Appointed and Elected Officials
 (and refresher for those with more experience)

12:30-3:00 Annual CERA Graduation Luncheon and Ceremony

3:00-4:30 Concurrent Discussion Groups
 Breakout #1
Ethical Dilemma Discussion

Breakout #2
Open Microphone-What's on Your Mind?

Pat
 # 239736

**THE ELECTION CENTER'S
 29th ANNUAL NATIONAL CONFERENCE**

Savannah, Georgia
 August 15 – August 16, 2013
 REGISTRATION FORM

(Please use a separate form for each person registering)

NAME: Yvonne Ramon

OFFICE ADDRESS: 101 S. 10th Ave
(Address and office phone number provided will be printed on the attendee list distributed to conference participants)

CITY/STATE/ZIP: Edinburg, TX 78542

TELEPHONE: Office: 956-318-2579 Home: _____
 (FOR EMERGENCIES)

FAX: _____

CONFERENCE REGISTRATION FEES

Registration and check received by the Conference Office
no later than July 30, 2013

Gold, Silver, Blue and Associate..... \$449
 Non-Members..... \$649

Registration and check received **after July 30, 2013 or at the Conference:**
**Security requires all attendees to wear Election Center name badges to enter the meeting rooms and exhibit area. If you choose to register at the conference you may be delayed up to two hours in order to process your registration. Sorry, we cannot invoice.*

Gold, Silver, Blue and Associate..... **\$549**
 Non-Members..... \$749

Registration fee enclosed: \$ _____

To register and pay by credit card, go to: <http://www.electioncenter.org>

Membership Number: 4515

Are you a CERA graduate? Yes No If Yes, what year? 2011

CANCELLATION POLICY: Written cancellation stating reason for same must be received by the conference office **no later than July 30, 2013** in order to receive full credit toward a class, workshop or conference to be used during the next calendar year less a \$50 processing fee. There will be no credit given for cancellations received on or after July 31, 2013.

Please return completed form and your check in order to reach the Conference Office by **July 30, 2013** in order to avoid the additional fee to:

The Election Center
 Conference Center
 P.O. Box 965
 Elk Grove, California 95759

MAIL THAT REQUIRES A SIGNATURE FOR DELIVERY CANNOT BE ACCEPTED

For additional information, please call Pat Hawkins at (916) 686-7928.
 The Election Center's Federal I.D. Number is 54-1578880

Saturday, August 17, 2012

Post Conference Tour of Savannah
 Separate Registration
 (See information elsewhere in this booklet for details)

Course 11

The History of Elections I

Instructor: Steve Brown, Ph.D., Auburn University, AL

Tuesday, August 13, 20139:00 a.m. – 4:30 p.m.
Wednesday, August 14, 20138:00 a.m. – 11:00 a.m.

One of the best ways to understand how we arrived at today's democracy is to understand the events that led up to the creation of democratic governments. Even though the first democracies existed 400 years before the time of Christ, they disappeared after only a short period in history.

What steps led to the creation of the American democracy?

When were elections first held?

How have elections evolved?

How have changing election laws and procedures changed democracy?

As elections/registration officials, if we understand how and why we arrived at the current form of democracy, then we can better advise the public, the news media and elected officials on proposed changes, or special protections built into current laws or procedures.

Course 12

The History of Elections II

Instructor: Mitchell Brown, Ph.D., Auburn University, AL

Tuesday, August 13, 20139:00 a.m. – 4:30 p.m.
Wednesday, August 14, 20138:00 a.m. – 11:00 a.m.

This course will cover elections and voter registration from the time of the American Revolution and forward, primarily in the United States of America.

The topics will include the following:

- Suffrage Requirements
- Introduction to Voter Registration
- Role of Parties
- Introduction of Secret Ballot
- Party Column Ballots
- Voting Rights Movement
- Major Court Interpretation such as: One Person One Vote

**THIS COURSE IS OFFERED FOR CREDIT
FOR CERA GRADUATE STUDENTS ONLY**

Course 17

Comparative Democracies

Instructor: Robert Montjoy, Ph.D.,
University of New Orleans, New Orleans, LA

Tuesday, August 13, 20139:00 a.m. – 4:30 p.m.
Wednesday, August 14, 20138:00 a.m. – 11:00 a.m.

There are many democracies in the world. Most of them do not hold elections in the same manner as the U.S. While people vote in all of them, the authorities that administer elections and the rules and procedures for calling elections, registering voters, voting, counting, and determining winners vary across nations. Alternatives include: national election commissions, state-initiated registration, proportional representation, and the single transferable vote. This course will provide an overview of electoral systems around the world and discuss the implications of different systems for politics and administration where they are used.

Examples of topics that may be covered in this course:

1. Types of electoral systems used in the world's different democracies
2. The organization of election administration in different countries
3. Comparison of suffrage and registration requirements
4. Comparison of procedures for voting and vote counting
5. Comparison of procedures for determining election outcomes
6. Evaluation of election systems

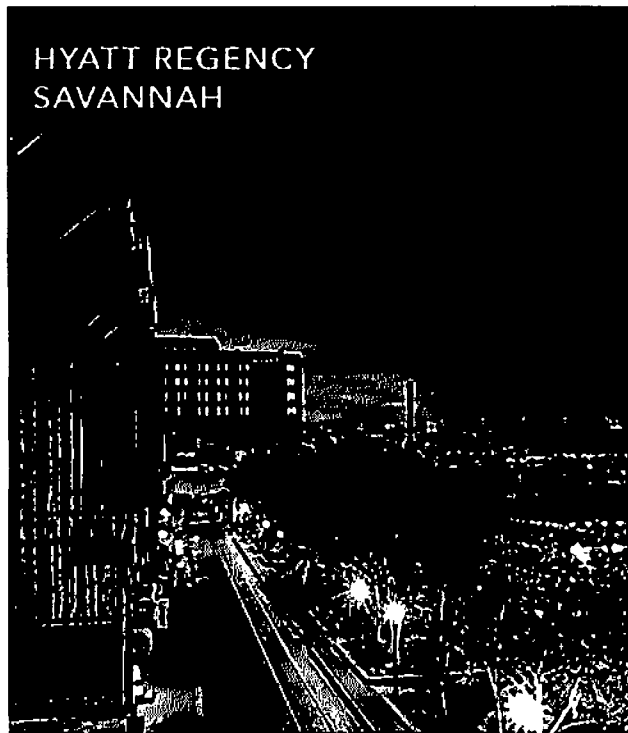
Melanie Esparza

From: Hyatt Hotels [info@t.hyatt.com]
Sent: Thursday, July 18, 2013 10:22 AM
To: melanie.esparza@co.hidalgo.tx.us
Subject: Hyatt Regency Savannah - Change - YVONNE RAMON - August 12, 2013 - 26036483

Hyatt E-Concierge | Hotel Website | Visit Hyatt.com | Customer Service



RESERVATION CHANGE



Confirmation Number: 26036483

Check-In Date: Monday, August 12, 2013
Hotel Check-In Time: 3:00 PM

Check-Out Date: Sunday, August 18, 2013
Hotel Check-Out Time: 12:00 PM

Hyatt Regency Savannah
2 West Bay Street
Savannah, GA 31401, US
Tel: +1 912 238 1234
Fax: +1 912 944 3678

- [CHANGE RESERVATION](#)
- [HOTEL INFORMATION](#)
- [MAP & DIRECTIONS](#)
- [PLAN YOUR STAY](#)

YVONNE RAMON,

Greetings from Hyatt Regency Savannah,

Your reservation at Hyatt Regency Savannah has been changed. Details of your reservation are provided below. Create a memorable vacation experience by confirming in-room amenities, activities, and more by using Hyatt E-Concierge.

We look forward to welcoming you on your August 12, 2013 arrival.

Warmest Regards,

Hyatt Regency Savannah Team

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Personalize your stay in every way, from scheduling transportation and making dinner reservations to requesting extra pillows with our Hyatt E-Concierge service.



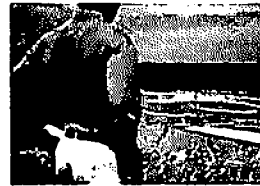
WANT DINNER RESERVATIONS?
Savor the fresh flavors of local dining establishments and let us make all the arrangements. Book Now.



WANT SOMETHING SPECIAL?
Add a little something special to your stay with fruit baskets, cheese and wine pairings, chocolates and more. Book Now.



WANT TO BOOK YOUR TRANSPORTATION?
Take the stress out of travel and allow us to book your transportation. Book Now.



WANT TO EXPLORE SAVANNAH?
Make your vacation more memorable and explore your destination with these exciting activities. Book Now.

MORE OPTIONS



GET IN ON THE ACTION
Join Hyatt Gold Passport® to earn and redeem points on The Las Vegas Strip.

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LEARN MORE

WEB CHECK-IN AVAILABLE

Web Check-In is available after 9:00AM on the day of your arrival. Simply click on the button below or print your Web Check-In, then scan the barcode at a lobby kiosk and expedite your arrival.

WEB CHECK-IN



26036483-1

ADDITIONAL RESERVATION DETAILS

Guest Name: YVONNE RAMON

Number of Adults: 1
Number of Children: 0

Number of Rooms: 1

Room(s) Booked: 1 KING BED

Room Description: 1 king Grand Bed: floors 2-7: work area: fitness center access.

Nightly Rate per Room:

August 12 - August 17 167.20 US DOLLARS

Type of Rate: STAY MORE SAVE 4

Rate Information: 20 pct off Hyatt Daily Rate: Excludes tax:

CANCELLATION POLICY: CANCEL BY 3PM EST 48 HOURS PRIOR TO ARRIVAL

Additional Tax & Service Charges

7.00% tax + 6.00% Occupancy Tax

Other Charges SAVANNAH OCC FEE: 1.00USD PER RM PER NT

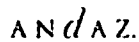
Guaranteed by: VISA GUARANTEE

Changes to the dates of stay, number of guests per room or number of rooms confirmed will be subject to current pricing which may be different than previously confirmed rates.

Earning Hyatt Gold Passport points and tier credit is subject to Hyatt Gold Passport complete Terms and Conditions.

Preferences: CONFIRMED NON-SMOKING RM

Your preferences have been submitted and are subject to hotel availability.



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Member#: _____ Password: _____



Reservation Summary

80% Complete

Location Details [change](#)

Pick Up Location
 SAVANNAH INTL ARPT
 SAVANNAH, GA 31408-8002
 Tel.: (912) 964-0171

Dates & Times [change](#)

Pick Up
 Aug 12, 2013 @ 1:00 pm

Return
 Aug 17, 2013 @ 2:30 pm

Vehicle Class [change](#)
Standard

Renter's Age [change](#)
25 and Up

Renter's Information
(not yet entered)

[Start Over](#)

Enterprise Location Details

One location was found for SAV.

SAVANNAH INTL ARPT
 452 AIRWAYS AVE
 SAVANNAH, GA 31408-8002

Tel.: (912) 964-0171

Business Hours
(for the week of Aug 12, 2013)

	Open	Close
Monday	8:00 am	Midnight
Tuesday	8:00 am	Midnight
Wednesday	8:00 am	Midnight
Thursday	8:00 am	Midnight
Friday	8:00 am	Midnight
Saturday	8:00 am	Midnight
Sunday	8:00 am	Midnight

Mileage Restrictions
This vehicle comes with unlimited mileage.

Shuttle Information
 NO SHUTTLE REQUIRED. THE COUNTER IS LOCATED IN THE BAGGAGE CLAIM AREA OF THE MAIN TERMINAL. VEHICLES ARE WITHIN WALKING DISTANCE.

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Vehicle Class selected: Standard



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Chrysler 200 or similar

1 Week @	\$ 178.26	USD
Drop Charge	\$ 0.00	USD
CUSTOMER FACILITY CHARGE 3.00 USD	\$ 3.00	USD
CONCESSION RECOUP FEE 9.25 PCT	\$ 17.32	USD
MOTOR VEH RENTAL TAX 3 PCT	\$ 6.14	USD
VEH LIC RECOVERY FEE 1.50/DAY	\$ 9.00	USD
SALES TAX	\$ 14.32	USD
* Total Estimated Charges	\$ 228.04	USD

Additional surcharges, local taxes, etc. may apply.

SEARCH FLIGHTS → CHOOSE FLIGHTS → TRIP ITINERARY → TRAVELER INFORMATION → COMPLETE PURCHASE → CONFIRMATION

Select Returning Flight

Your flight on Mon., Aug. 12, 2013

From \$727	Depart: 6:45 a.m. Mon., Aug. 12, 2013 McAllen, TX (MFE)	Arrive: 8:01 a.m. Mon., Aug. 12, 2013 Houston, TX (IAH - Intercontinental)	Flight Time: 1 hr 16 mn	Distance: 316 miles	Flight: UA5683 Operated by EXPRESSJET AIRLINES DBA UNITED EXPRESS. Aircraft: Embraer RJ145 Fare Class: United Economy (S) Meal: None View Seats
Change Planes. Connect time in Houston, TX (IAH - Intercontinental) is 2 hours 7 minutes.					
	Depart: 10:08 a.m. Mon., Aug. 12, 2013 Houston, TX (IAH - Intercontinental)	Arrive: 1:24 p.m. Mon., Aug. 12, 2013 Savannah, GA (SAV)	Flight Time: 2 hr 16 mn Travel Time: 5 hr 39 mn	Distance: 851 miles Total Distance: 1,167 miles	Flight: UA4415 Operated by EXPRESSJET AIRLINES DBA UNITED EXPRESS. Aircraft: Embraer RJ145 Fare Class: United Economy (S) Meal: None See On-Time Performance View Seats

Round Trip ([Start New Search](#))

Depart **Savannah, GA (SAV)**
Arrive **McAllen, TX (MFE)**
Date **Sun., Aug. 18, 2013** Time **Anytime**
Cabin **Economy** Travelers **1**

United's **FARE LOCK™** service allows you to hold your itinerary and fare for 72 hours or seven days, for a fee, and is available on select flights. So go ahead and book your flight while you complete and confirm your travel plans. Our FareLock service will guarantee an available seat and the fare you were quoted at the time you booked your reservation.

Fares listed are for the entire trip per person and include [taxes and fees](#). [Additional bag charges may apply](#).
The fare displayed is the lowest available for the dates requested; however some flights may not be in the cabin you requested.
United flights include those operated by our Express partners.

Price	Departing	Arriving	Travel Time	Distance*	
United Flights with stops from \$727					
\$727 Select  FARE LOCK™	Depart: 1:56 p.m. Sun., Aug. 18, 2013 Savannah, GA (SAV)	Arrive: 3:20 p.m. Sun., Aug. 18, 2013 Houston, TX (IAH - Intercontinental)	Flight Time: 2 hr 24 mn	Distance: 851 miles	Flight: UA4415 Operated by EXPRESSJET AIRLINES DBA UNITED EXPRESS. Aircraft: Embraer RJ145 Fare Class: United Economy (H) Meal: Snacks for Purchase No Special Meal Offered. See On-Time Performance View Seats
Change Planes. Connect time in Houston, TX (IAH - Intercontinental) is 3 hours 26 minutes.					
	Depart: 6:46 p.m. Sun., Aug. 18, 2013 Houston, TX (IAH - Intercontinental)	Arrive: 8:04 p.m. Sun., Aug. 18, 2013 McAllen, TX (MFE)	Flight Time: 1 hr 18 mn Travel Time: 7 hr 8 mn	Distance: 316 miles Total Distance: 1,167 miles	Flight: UA4103 Operated by EXPRESSJET AIRLINES DBA UNITED EXPRESS. Aircraft: Embraer RJ145 Fare Class: United Economy (W) Meal: None See On-Time Performance View Seats
\$755 Select FARE LOCK™	Depart: 7:02 p.m. Sun., Aug. 18, 2013 Savannah, GA (SAV)	Arrive: 8:27 p.m. Sun., Aug. 18, 2013 Houston, TX (IAH - Intercontinental)	Flight Time: 2 hr 25 mn	Distance: 851 miles	Flight: UA6169 Operated by EXPRESSJET AIRLINES DBA UNITED EXPRESS. Aircraft: Embraer RJ145 Fare Class: United Economy (E) Meal: None See On-Time Performance View Seats
Change Planes. Connect time in Houston, TX (IAH - Intercontinental) is 1 hour 2 minutes.					

Requisition No 00240218
 Po No

Vendor RAMON, YVONNE
 Address CAO ELECTIONS DEPT.

Owner MESPARZA

Date Entered 07-16-2013
 Status Needs Approval by ELEC

Line No	Quantity	Description	Unit Price	Payment Amount
1	1	Meals for Yvonne Ramon who will be attending The Election Cente	234.0000	234.00
2	6	Hotel Parking Fee	22.0000	132.00
3	6	Gas for Rental	20.0000	120.00

Total 486.00

Account Number	Description	Account Balance	Amount
3-1100-414-00-130-001-0-583	ELECTIONS DEPT-TRAVEL OUT OF COUNTY	1,714.38	486.00