

## El Paso County Auditor's Office Manual Voucher Form

Vendor No.: EMP02107 01  
 Voucher Total: \$1,274.50  
 No. of Lines: 1  
 T/C Hash: 208

Single Check (Y/N): \_\_\_\_\_  
 Date Entered: 05/08/2008  
 Entered by: AN

Preparer's Initials: AN  
 Amount Spelled: ONE THOUSAND TWO HUNDRED,  
 SEVENTY FOUR DOLLARS AND FIFTY CENTS

Vendor Name: VALERIE A. SANCHEZ  
 Street: CNTY CLERK  
 500 EAST SAN ANTONIO  
 City, State, Zip: EL PASO TX 79901

Subject: SAN ANTONIO, TX6/15-19/08 CNTY&DIST CLRK ANNL CONF

Line	Trans.	Amount	Index	Sub-Obj	G/L	Subsidiary	Bank #	Treasury #
01	208	1,274.50	CNTYCLERK	6705	145	CCL008		
	Desc: <u>SAN ANTONIO, TX6/15-19/08 CNTY&amp;DIST CLRK ANNL CONF</u>							
02	Desc: _____							
03	Desc: _____							
04	Desc: _____							
05	Desc: _____							
06	Desc: _____							
07	Desc: _____							
08	Desc: _____							
09	Desc: _____							
10	Desc: _____							

Prepared by: AUDITORS - JORGE LOPEZ TCAUD20 Date: 05/08/2008  
 Approved by: \_\_\_\_\_ Date: \_\_\_\_\_



PLEASE NOTE: IF MORE THAN ONE PERSON ATTENDING, LIST UP TO 10 NAMES ON THE BOTTOM

RECEIVED  
MAY 05 2008  
EL PASO COUNTY AUDITOR

TJ

### County of El Paso Travel Request Form

Travel

Type: **ADVANCE**

Name:	Valerie Sanchez	Department:	County Clerk
Date of Trip: Departure	06/15/08	Arrival Date:	06/19/08
* Purpose of Trip:	County Clerks and District Clerks Annual Conference		
Destination:	San Antonio		

\* Use of **GADMINGF** Funds requires legislative impact explanation

Department Index: **CNTYCLERK** Sub-Object: **6705**  
 COUNTY EMPLOYEE? CIRCLE/MOVE ARROW YES NO

#### Section 1: Guidelines for Determining Meal Rates Allowance MOVE ARROW

Please Check One (Departure meal rate)

<input type="checkbox"/>	on Date of Departure by	After 12:00 P.M.	Half Rate \$ 17.50
<input checked="" type="checkbox"/>	on Date of Departure by	Before 12:00 P.M.	Full Rate \$ 35.00

Please Check One (Return meal rate)

<input type="checkbox"/>	on Date of Return by	Before 5:00 P.M.	Half Rate \$ 17.50
<input checked="" type="checkbox"/>	on Date of Return by	After 5:00 P.M.	Full Rate \$ 35.00

\* \$35.00 per diem no receipts required

\* (Note: Please use the items checked above to fill out section 2 below)

#### Section 2: Travel Estimated Breakdown

\* CC CREDIT CARD EXPENSE BREAKDOWN

		* CC
Airfare	\$209.50	
Auto Rental	150.00	
Mileage (.40 /mile)		
Gas	100.00	
Meal rate on Departure date		
Meal per diem (\$35.00)	175.00	
Meal rate on Return date		
Lodging	400.00	
Other - Registration	240.00	
Other - Parking/Tolls		
Other - Taxi		
Other -		
Other -		
<b>TOTAL</b>	<b>\$1,274.50</b>	<b>\$0.00</b>

#### FOR AUDITOR'S USE ONLY

Trans. Code: \_\_\_\_\_  
 Index: \_\_\_\_\_  
 Sub-Object: \_\_\_\_\_  
 Vendor: Emp 08/107  
 Subsidiary: \_\_\_\_\_  
 Amount: \_\_\_\_\_

EMPLOYEE WILL REIMBURSED FROM OTHER SOURCE  Y/N

#### Section 3: Signature and List of Names:

ADVANCE FROM COUNTY	\$1,274.50	CC	\$0.00
Name: _____	Name: _____	Name: _____	Name: _____
Name: _____	Name: _____	Name: _____	Name: _____
Name: _____	Name: _____	Name: _____	Name: _____
Name: _____	Name: _____	Name: _____	Name: _____

NOTATION: TRAVEL REQUEST FORM MUST  
BE SUBMITTED TO COUNTY AUDITORS-  
ACCOUNTS PAYABLE DIVISION BEFORE  
**TUESDAY 12:00 PM**

SIGNATURE Debi Blumens  
DATE: 5-May-08

C.C.O. DATE \_\_\_\_\_

El Paso County Travel Justification Form

Name: Valeria A Sanchez Signature Valeria Sanchez Date: 5-5-08

Dept: County Clerk Job Title: Chief Deputy

Travel Funding Source:  County  Grant  Other  
Will any funds be reimbursed by another entity? no  
Travel Account No.: 6705 Balance Remaining for FY: \_\_\_\_\_

Purpose: (check one)

**Statutorily Required Training to Hold Elective Office**  
Statute Reference: \_\_\_\_\_  
My elective office requires \_\_\_ number of training hours per \_\_\_ months. I  
have already fulfilled \_\_\_ of these hours for this time period.  
Estimated hours to be obtained from this course? \_\_\_\_\_.

**Professional or Technical Training to Maintain License/Certification**  
(peace officers, attorneys, CPAs, technical certifications, etc.)

**Additional Professional or Technical Training NOT Required to Maintain License/Certification**

**Travel for Lobbying/Advocating Before Federal/State Legislature, Federal/State Agency, or Other Regulatory Body, Including Grant Application Advocacy**  
Entity Name: \_\_\_\_\_  
Purpose of Visit: \_\_\_\_\_

**Travel for Program Revenue Enhancement/Sales Opportunity**  
Explain: \_\_\_\_\_

**Program Development Training**  
Explain: \_\_\_\_\_

**Travel to Professional, County, or Elected Officials' Organization Meeting/Convention**  
(County Clerk's Association, TAC, Conference of Urban Counties, TBIC, etc.)  
Organization Name: \_\_\_\_\_

**Human Resources/Management/Personal Development Training**  
("Dealing with Difficult People", stress management, "Be A Better Leader", etc.)

**Other:** \_\_\_\_\_

**113th ANNUAL  
County & District Clerks' Conference  
Y O Ranch Resort Hotel  
Kerrville, Texas**

June 15th thru 19th, 2008

**REGISTRATION FORM**

**Early Bird Registration Deadline: May 15, 2008**

*Please print clearly*

Please complete one form for each full registration

Badge Title -

Name: Valerie A. Sanchez  
 County: El Paso County  
 Mailing Address: 500 E. San Antonio Bldg 105  
 City: El Paso  
 State: TX Zip Code: 79901  
 Phone: 915-546-2071  
 Email: Vsanchez@epcounty.com

- County Clerk  
 District Clerk  
 County & District Clerk  
 Deputy County Clerk  
 Deputy District Clerk  
 Deputy County & District Clerk  
 Retired Clerk  
 Guest

Registration Fees, includes all events	Amount	Total
<input checked="" type="checkbox"/> Clerk/Deputy - Postmarked by May 15, 2008*	\$195.00 x 1 =	195
<input type="checkbox"/> Clerk/Deputy - Postmarked after May 15, 2008*	\$225.00 x 1 =	
<input type="checkbox"/> Spouse/Guest	\$115.00 x 1 =	
<input type="checkbox"/> Retired Clerk	\$115.00 x 1 =	

\* Early Bird must include Payments AND Registration Forms postmarked by May 15, 2008

Additional Event Tickets **			
<input type="checkbox"/> Welcome Reception	Sun., June 15, 2008	\$30.00 x =	
<input type="checkbox"/> President's Reception	Mon., June 16, 2008	\$45.00 x =	
<input type="checkbox"/> Bus trip to Fredericksburg (24 mi. from Kv.) shopping (you may drive)	Tue. June 17, 2008	FREE	# Attending
<input checked="" type="checkbox"/> Banquet	Wed., June 18, 2008	\$45.00 x =	45

Children's Tickets ** (separate children's plate will be served)			
<input type="checkbox"/> Welcome Reception	10 yrs and under	FREE	# Attending
<input type="checkbox"/> President's Reception	10 yrs & under	\$20.00 x =	
<input type="checkbox"/> Banquet	10 yrs & under	\$20.00 x =	

Tickets for children over 11 and over will be cost of adult ticket

Guest activities - free	
# of people that will take the 9 AM 4 hr. scenic tour & "dutch" lunch in Leakey on Tuesday morning.	# Attending

\*\* Individual Tickets may also be purchased during registration

Total Amount Enclosed \$ 240

**Checks Payable to:**  
CDCAT Conference 2008

**Mail To:**  
 CDCAT Conference 2008  
 Linda Uecker  
 Kerr Co. District Clerk  
 700 Main St., Ste 236  
 Kerrville, Texas 78028

Registration Fees will not be refunded after June 1, 2008.  
 Hotel reservations must be made directly with the hotels

FOR OFFICE USE ONLY	
DATE RECEIVED	
CHECK NO.	
AMOUNT	
RECEIPT	
TICKET NOS.	



[Home](#) | [About Southwest](#) | [Help](#)

[Book Travel](#)

[Special Offers](#)

[Travel Tools](#)

[Rapid Rewards®](#)

**AIR**

**CAR**

**HOTEL**

**CRUISE**

**VACATION PACKAGES**

**TRAVEL SUMMARY**

PLAN TRIP

SELECT FLIGHT

PRICE

PURCHASE

BOOKED

Southwest Airlines Air Itinerary and Pricing

**Air Itinerary**

Trip	Date	Day	Stops	Routing	Flight	Routing Details
Depart	Jun 15	Sun	Nonstop	ELP-SAT	977	Depart El Paso (ELP) at 10:40 AM Arrive in San Antonio (SAT) at 1:05 PM
Return	Jun 19	Thu	Nonstop	SAT-ELP	2138	Depart San Antonio (SAT) at 4:40 PM Arrive in El Paso (ELP) at 5:10 PM

**Pricing**

Passenger Type	Trip	Routing	Type of Fare	Base Fare	U.S. Taxes	PFC	Security Fee <sup>1</sup>	Passenger(s)	Total
Adult	Depart	ELP-SAT	Wanna Get Away	\$84.65	\$9.85	\$3.00	\$2.50	1	\$100.00
	Return	SAT-ELP	Wanna Get Away	\$92.09	\$10.41	\$4.50	\$2.50	1	\$109.50
<b>Total</b>				<b>\$176.74</b>	<b>\$20.26</b>	<b>\$7.50</b>	<b>\$5.00</b>		<b>\$209.50</b>

<sup>1</sup> Security Fee is the government-imposed September 11th Security Fee.



**Save \$20 and receive an instant line of credit, today!**

Apply for instant credit with the Southwest Airlines Rapid Rewards Visa Signature card and save \$20 on the first statement. Plus, get 8 bonus Rapid Rewards credits - halfway to a roundtrip Award! [Apply Now!](#)

I accept the conditions of travel for Fare Types listed above and want to complete this purchase.  
(Note: Please click on each Fare Type link individually to view associated rules, as the restrictions for each fare may vary slightly.)

[Go To Next Step - Purchase >>](#)

[Start Over](#)

[Need help booking travel?](#)



we love having you here.\*

Accessibility links:

- [Skip to main content](#)
- [Skip to search box](#)

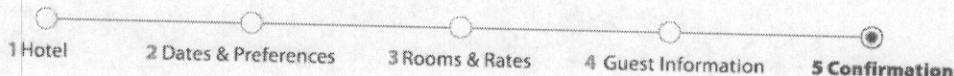
[View Text Only](#)

Customer Support  
1-800-HAMPTON

A proud member of The Hilton Family - be hospitable

- [Specials & Packages](#)
- [Reservations](#)

- [Meetings](#)
- [Social Gatherings](#)
- [Hilton HHonors](#)
- [Things to Do](#)
- [Hotel eDirectory](#)
- [My Favorite Hotels](#)



**Reservation Confirmation**

[Help](#)

Thank you VALERIE SANCHEZ for booking your reservation online at [www.hamptoninn.com](http://www.hamptoninn.com). We look forward to seeing you at our hotel.

Create an Account for faster reservations, plus news and offers via email. [Learn more](#)

**Stay Information**

Confirmation Number: **81067987**  
 Check-in: Sun 15 Jun 2008  
 Check-out: Thu 19 Jun 2008  
 Rooms: 2  
 Guests per Room: 1 Adult  
 Room Type Preferences: Non-Smoking

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

**Hotel Information**

**Hampton Inn Kerrville**  
 2038 Sidney Baker Road  
 Kerrville, Texas  
 78028  
 1-830-257-0600

[Directions and Transportation](#)

[Area Information](#)

[Local Maps](#)

[Add to Favorite Hotels](#)

**Options**

[Open Printable Version](#)

[Save this Reservation to Your Calendar](#)

[Email this Reservation](#)

[Make Another Reservation at this Hotel](#)

[Make Another Reservation at Another Hotel](#)

[Earn HHonors Bonus Points with all Your Purchases!](#)

[Book an Airline Ticket](#)

[Rent a Car](#)

[Reserve Golf Tee Times](#)

**Room & Rate Information**

Room Description: 2 QUEEN BEDS MOUNTAIN/ TOWNVIEW NONSMOKING  
 Room Type: Non-Smoking Room Confirmed  
 Rate Type: STATE GOVERNMENT  
 Rate per Night: 79.00 USD

Total for Stay per Room:	
Rate (USD)	316.00
Taxes	41.08
Total	357.08

**Total for Stay All Rooms:**  
*Includes tax and service charges described below* **714.16 USD**

**Tax & Service Charges**

- Taxes are estimated based on a 13.00 % per room per night tax. Changes in taxes or fees applied after booking may affect the total rate for your stay.

**Rules & Restrictions**

- This reservation can be held until 6PM on the check-in day, or guaranteed with a credit card for late arrival.
- If you wish to cancel, please do so 24 hours prior to arrival to avoid cancellation penalties.
- A maximum of one room per night at a specific hotel may be booked as part of the Diamond Guaranteed Reservations benefit. Additional rooms booked via this benefit at the same hotel for the same date(s) may be cancelled by the hotel and accommodations denied without any liability for cancelled rooms.

**Guest Information**

Guest Name: •  
Address:  
Phone:  
Email:  
Frequent Traveler Account:  
Comments:

VALERIE SANCHEZ  
500 E. San Antonio  
El Paso TX 79901  
9155462071  
vsanchez@epcounty.com

- [About Hampton](#)
- [Privacy Policy \(updated July 2007\)](#)
- [Site Usage Agreement](#)
- [Customer Support](#)
  - [Site Map](#)
  
- [Franchise Development](#)
  - [Press & Media](#)
  - [Investor Relations](#)
  - [Employment](#)
  - [Giving Back](#)

Search 

©2008 Hilton Hospitality, Inc.



**Thank you, Valerie. Your reservation is complete.**

[Print Confirmation](#)

If you entered a valid email, a copy of this reservation has been sent to you.

Renter's Name: **Valerie Sanchez**  
 Confirmation Number: **GJW84G**  
 Vehicle Class: **Full Size**  
 (Chevy Impala, Nissan Altima or similar)  
 Rental Dates:  
 Start: **Sunday, Jun 15, 2008 @ 1:00 pm**  
 End: **Thursday, Jun 19, 2008 @ 4:00 pm**  
 Enterprise Location: **SAN ANTONIO AIRPORT (ON-SITE)**  
**SAN ANTONIO, TX 78216-4647**  
**(210) 348-6806**

[Create another Reservation similar to this one](#)

[Modify or Cancel this Reservation](#)

[Send this confirmation to a friend](#)

**enterprise Plus™**  
A quicker way to reserve online

**Location Information:**  
COUNTER IN-TERMINAL. CARS ARE ON-SITE.

[Return to Enterprise Home](#)

Need a hotel room? *Let us help.*

[Shop now](#)



**Buy a Car**

[Used Car Deals in Your Area](#)