

CITY OF RAPID CITY
TRAVEL REQUEST

No. PW032702-17

Person requesting travel Daniel L Bjerke, PE/LS Department Public Works

I hereby request permission to travel for the following purpose: (Give specific nature of business and interest of the City to justify cost involved.)

Attend 2002 American Water Works Association Annual Conference and Exposition

List all other City employees, if any, making the trip for the same purpose: None

Place of meeting or destination: New Orleans, LA

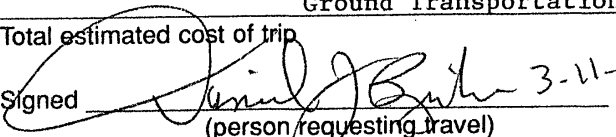
Date of meeting June 16-20 2002

Date trip to begin June 15 2002

Date trip will end June 20 2002

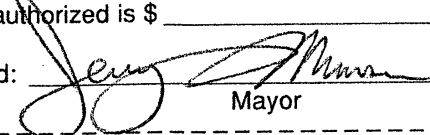
Method of transportation requested Air

Estimated transportation cost	\$	<u>404.00</u>
Meals		<u>198.00</u>
Lodging <u>5</u> days		<u>827.00</u>
Other costs - description <u>Registration</u>		<u>625.00</u>
<u>Ground Transportation</u>		<u>40.00</u>
Total estimated cost of trip	\$	<u>2,094.00</u>

Signed  Date 3-11-02
(person requesting travel) (Department Head)

When the cost of the trip will exceed \$500, per employee, this section must be signed.

In accordance with the provisions of Rapid City ordinances and travel regulations, consent is hereby given for travel as requested in the foregoing application. Maximum cost of trip authorized is \$ _____

Approved:  Date 3/14/02
Mayor

When the cost of the trip will exceed \$1,500, per employee, Council approval is required.

Approved by Common Council on _____ (Date)

White copy - Mayor

Yellow copy - Finance

Gold copy - Department copy