CITY OF RAPID CITY TRAVEL REQUEST

Person requesting travel: JERRY I	MICHELL	DEPARTMENT AIRE		
i hereby request permission to trav	vel for the following purpose: (Give specific nature of busines	s and interest of the City	
to justify cost involved.) 2007 AAA	<u>E AIRPORT CEO AND COMMIS:</u>	SIONER POLICY SUMMIT		
List all other City Employees, if any	y, making the trip for the same (purpose <u>:</u>		
Place of meeting or destination: S	AN FRANCISCO, CA			
Date of meeting: 08/05/07				
Date trip to begin: 0804/07 Date tr	ip will end: <u>08/07/07</u>			
Method of transportation requested				
Estimated Transportation Cost:		\$ <u>630.00</u>		
Meals: \$36 X 3 days = \$108		\$ <u>108.00</u>		
Lodging: 3 Nights @ \$209.00		\$ <u>627.00</u>		
Other costs - description: Registra	ation: 600.00	\$ <u>600.00</u>		
Other costs - Taxi/Shuttle/Car Rer		\$ <u>50.00</u>		
Total estimated cost of trip	· · ·	\$2015.00	1.3	
		i X	Date: 7/9/0)	
Signed 2	Signed	1\ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \	Date:///	
C. C		V Lundon		
(person requesting travel)		(Department Head)		
Board approved: 07/09/07	y y y y y y y y y y y y y y y y y y y			
When the cost of the trip will excee	ed \$500, per employee, this sec	tion must be signed.		
In accordance with the provisions	of Rapid City ordinances and tr	ravel regulations, consent is he	reby given for travel as	
requested in the foregoing applica	tion. Maximum cost of trip auti	horized is \$	us up up - Op-100/16pthin - Habitain hands inc life Middle UK Middle UK Middle 100 C	
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	Approved:	MINISTER (AND SOUTH OF THE TOTAL OF THE TOTA	Date	
		Mayor		
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When the cost of the trip will excee	ed \$1,500, per employee, Counc	all approval is required.		
Approved by Common Council on		Fant.	Date:	
Approved	by Common Council on		***************************************	
White copy - Mayor	CODY - Mayor Yellow copy - Finance Gold cop		Department copy	
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