

CITY OF RAPID CITY
TRAVEL REQUEST

LF011608-23

Person requesting travel Jerry Cole Department 620 Parks + Rec

I hereby request permission to travel for the following purpose: (Give specific nature of business and interest of the City to justify cost involved.)
Nat'l Legislative Forum on Parks + Recreation

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

Place of meeting or destination: Washington, DC

Date of meeting March 12-14, 2008 Date trip will end March 15, 2008

Date trip to begin March 11, 2008 Method of transportation requested air

Estimated transportation cost	\$ <u>500</u>
Meals	<u>180</u>
Lodging _____ days	<u>1150</u>
Other costs -- description <u>MISC.</u>	<u>100</u>
Total estimated cost of trip	\$ <u>1930</u>

Signed Jerry Cole Date _____ Date _____
(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 _____
Mayor

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

Approved by Common Council on _____ (Date)

White copy -- Mayor

Yellow copy -- Finance

Gold copy -- Department copy



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National Legislative Forum on Parks and Recreation

March 12 - 14 Grand Hyatt Washington Washington, D.C.

Registration and Housing OPEN!

Click [HERE](#) to register online and save \$25!

Advance the National Agenda for Parks and Recreation



This is a critical time to be an advocate for parks and recreation. With the upcoming presidential and congressional elections, our voices must be heard. Help us advance national policies that **promote health through physical activity, reconnect children with nature and protect open space for recreation.**

As advocates, we must educate our national leaders about the importance of parks and recreation in our communities. Encourage community advocates, members of your park authority, park commission and city council to attend. Make an impact, share our mission and change the course for parks and recreation. **By working together, we can make a difference.**

The National Legislative Forum on Parks and Recreation is held annually in conjunction with NRPA's Mid-Year meeting.

Mid-Year meeting attendees are encouraged to register for the Forum. NRPA leadership play a key role in advancing the park and recreation agenda, and your voices are needed to assist in making a national impact for parks and recreation.

Stay tuned for more information: schedule at a glance, legislative platform, background briefing papers, special announcements and much more!!!

House of Representatives --- Senate
Map of Capitol Complex

[Policies and Terms of Registration](#)

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2008 Registration
Receive information on fees, rates and deadlines.
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Travel and Accommodations
Details on the Grand Hyatt Washington and travel information
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