



**Professional Travel**

Date: 10.11.17

Account No.

Name: TIM NELSON  
 Legal name as it appears on DL (for booking flights)

ORG Code	OBJ Code	Proj Code	
11016000	69500		Travel/Meals Lodging
11016000	69550		Registrations
10000000	12180		Advance

D.O.B.: \_\_\_\_\_  
 Required for booking flights

Destination: Houston, Texas

Purpose: TML Conference for City Leaders

Departure Date: 10/3/2017

Return Date: 10/5/2017

Expenses	Before Trip Estimate	Advance Requested	During Trip Expenses	Prepaid or Billed
Mileage (\$0.535/mile 1-1-2017) <u>59.80</u> Total Miles Traveled	31.99		31.99	
Air Fare: <input type="checkbox"/> Check if you want Purchasing to book flight				408.21
Parking Fees				
Taxi, bus, other transportation			102.50	
Car Rental: <input type="checkbox"/> Check if you want Purchasing to book rental car				
Registration <input type="checkbox"/> Prepay <input checked="" type="checkbox"/> City AMEX <input type="checkbox"/> Reimb. Employee				390.00
Meals/Per Diem (Complete Table below)	119.50			
Lodging <input type="checkbox"/> Prepay (Include current W-9 from hotel)				
Gratuities			446.94	
Other (please explain) _____				
<b>TOTALS</b>	<b>\$119.50</b>	<b>\$0.00</b>		<b>\$798.21</b>

Expenses incurred by employee:	\$581.43
Plus Prepaid or Billed:	798.21
Trip Total:	1,379.64
Less travel advance (subtracted from expenses incurred):	0.00
Amount due (TO) or FROM the City:	<b>\$581.43</b>

**Receipts and other supporting data must be attached. If payment is due the City, please attach payment at time of submission of form after trip is complete.**

Director's Signature (Before Trip) \_\_\_\_\_

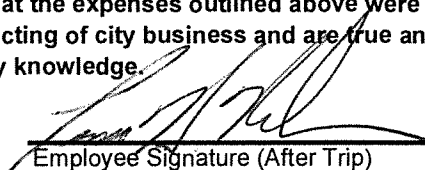
Employee Signature (Before Trip) \_\_\_\_\_

**Meal Per Diem Breakdown**

Date	Amount
10/3/2017	44.25
10/4/2017	31.00
10/5/2017	44.25
<b>Total</b>	<b>\$119.50</b>

Remember: First and last days of travel are reduced, per GSA guidelines.

I certify that the expenses outlined above were incurred by me in the conducting of city business and are true and correct to the best of my knowledge.

  
 Employee Signature (After Trip)

Director's Signature (After Trip) \_\_\_\_\_

Approved for Payment \_\_\_\_\_

**Carrie Ardoin**

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**From:** American Airlines@aa.com <notify@aa.globalnotifications.com>  
**Sent:** Tuesday, September 19, 2017 11:10 AM  
**To:** Sharon Perry  
**Subject:** Your trip confirmation-AIBAWW 03OCT

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged



Hello Tim Nelson!

Issued: Sep 19, 2017



## Your trip confirmation and receipt

Record locator: **AIBAWW**

[View your trip](#)

Tuesday, October 3, 2017

DFW

10:05 PM

Dallas/Fort Worth

American Airlines 5759

OPERATED BY MESA AIRLINES AS AMERICAN EAGLE.



HOU

11:14 PM

Houston Hobby

Seats: 6A

Class: Economy (S)

Meals:

Thursday, October 5, 2017

HOU

4:27 PM

Houston Hobby

American Airlines 5793

OPERATED BY MESA AIRLINES AS AMERICAN EAGLE.



DFW

5:42 PM

Dallas/Fort Worth

Seats: 15A

Class: Economy (V)

Meals:

Tim Nelson

Earn miles with this trip.

Join AAdvantage »

Ticket # 0012149633594

## Your trip receipt



American Express XXXXXXXXXXXXXXX015

### **Tim Nelson**

FARE-USD	\$ 329.30
TAXES AND CARRIER-IMPOSED FEES	\$ 53.10
<b>TICKET TOTAL</b>	<b>\$ 382.40</b>



Hotel offers »



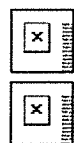
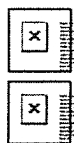
Car rental offers »



Buy trip insurance »



SuperShuttle »



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**Carrie Ardoin**

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**From:** American Airlines@aa.com <notify@aa.globalnotifications.com>  
**Sent:** Tuesday, September 19, 2017 11:03 AM  
**To:** Sharon Perry  
**Subject:** [Possible Spam] Your travel receipt-AIBAWW

**Importance:** Low

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged



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Hello Tim Nelson!

Issued: Sep 19, 2017



Record locator: **AIBAWW**

Thanks for choosing American Airlines. Here is a receipt for your recent purchases.

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## Your trip receipt



American Express XXXXXXXXXXXX1015

***Tim Nelson***

DOCUMENT NUMBER 0010658263762

MAIN CABIN EXTRA/DFW-HOU

AMOUNT

\$ 24.38 USD

TAX

\$ 1.83


**TOTAL**

**\$ 26.21 USD**

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
Hotel offers »



Car rental offers »



Buy trip insurance »



SuperShuttle »

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NRID: I111942113333878383020

# SPRINGHILL SUITES<sup>®</sup>

MARRIOTT

SPRINGHILL SUITES BY MARRIOTT<sup>®</sup> / AT THE HOUSTON MARRIOTT CENTER  
 914 Dallas Street, Houston, TX 77002 P 713.655.0002  
[springhillsuites.com](http://springhillsuites.com)

T. Nelson

Room: 612

Room Type: KSTE

Number of Guests: 1

Rate: \$190.00 Clerk:

Arrive: 03Oct17

Time: 12:08AM

Depart: 05Oct17 Time:

Folio Number: 99799

DATE	DESCRIPTION	CHARGES	CREDITS
03Oct17	Room Charge	190.00	
03Oct17	State Sales Tax	11.40	
03Oct17	County Tax	7.60	
03Oct17	City Tax	13.30	
03Oct17	State Cost - Recovery Fee	1.17	
04Oct17	Room Charge	190.00	
04Oct17	State Sales Tax	11.40	
04Oct17	County Tax	7.60	
04Oct17	City Tax	13.30	
04Oct17	State Cost - Recovery Fee	1.17	
05Oct17	Master Card		446.94

Card #: MCXXXXXXXXXXXX0747XXXX  
 Amount: 446.94 Auth: 73147P Signature on File  
 This card was electronically swiped on 04Oct17

**BALANCE: 0.00**

As a Rewards Member, you could have earned points toward your free dream vacation today. Start earning points and elite status, plus enjoy exclusive member offers. Enroll today at the front desk.

Texas law imposes a margin tax on each company conducting business in Texas, including the Hotel Owner. To recover the cost of the margin tax, guest room rates are subject to a "state Cost-Recovery Fee" (currently 0.525% of the room rate, plus applicable state and local taxes). Although the fee is not a government mandated charge, the state allows this charge to be passed on to the customer.

As requested, a final copy of your bill will be emailed to you at: [SXXXXX@FRISCOTEXAS.GOV](mailto:SXXXXX@FRISCOTEXAS.GOV). See "Internet Privacy Statement" on [Marriott.com](http://Marriott.com).

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To plan your next stay, visit [springhillsuites.com](http://springhillsuites.com)

**Carrie Ardoin**

**From:** Texas Municipal League <acct@tml.org>  
**Sent:** Tuesday, July 18, 2017 10:05 AM  
**To:** Tim Nelson  
**Cc:** Sharon Perry  
**Subject:** Registration Confirmed for Tim Nelson - Texas Municipal League Annual Conference- Tuesday, October 3, 2017 in Houston George R. Brown Center



Dear Tim,

Your registration has been confirmed. Please save this email for future reference.

Event: **Texas Municipal League Annual Conference**  
Attending: **Tim Nelson**  
Number of people registered: **1**  
Date: **Tuesday, October 3, 2017**  
Confirmation number: **VGNPLXCCCWQ**

To view or modify your online registration, [Click here](#). You will be asked to enter the confirmation number shown above.

Registration Information:			
Registration Items			
Tim Nelson	Full Conference Registration		
Optional Items			
Tim Nelson	Thursday Risk Pool Breakfast	Quantity: 1	
Tim Nelson	Thursday Delegate Lunch	Quantity: 1	
Tim Nelson	Friday Delegate Brunch	Quantity: 1	

Order Summaries:				
Date	Type	Amt Ordered	Amt Paid	Amt Due
18-Jul-2017 10:04 AM CT	online order	\$390.00	\$390.00	\$0.00

Payment Details:			
Date	Type	Reference #	Amt Paid

18-Jul-2017

American Express

1015

\$390.00

**Sincerely,  
Texas Municipal League**

Having trouble with the link? Simply copy and paste the entire address listed below into your web browser:  
[http://www.cvent.com/d/yCAKLuCNmUWE66Cz\\_H2zyA/wl4z/P1/0R?](http://www.cvent.com/d/yCAKLuCNmUWE66Cz_H2zyA/wl4z/P1/0R?)

If you no longer want to receive emails from Texas Municipal League please click the link below.  
[Opt-Out](#)

Your payment for the Texas Municipal League Annual Conference event has been successfully processed. Please save this email for your records.

**Transaction Information:**

<b>Item</b>	<b>Transaction Information</b>	<b>Quantity</b>	<b>Amount</b>
Full Conference Registration	\$315.00	1	\$315.00
Thursday Delegate Lunch	\$40.00	1	\$40.00
Friday Delegate Brunch	\$35.00	1	\$35.00
	<b>Transaction Total</b>		<b>\$390.00</b>

Registration Confirmation Number: VGNPLXCCCWQ

[View your registration](#)

If you have any questions about this transaction or email, please contact Texas Municipal League directly at [acct@tml.org](mailto:acct@tml.org).

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powered by  
**cvent**



SERVICES, LLC  
Cab #847

TUNTY-KAY CAR SERVICES  
5900 Elm St. # 652  
Houston, TX 77081  
832-830-5867

--ORIGINAL--  
ORAN CAB  
713-391-4308  
CAB # 1542  
HACK: 242658  
CUSTOMER COPY  
10/05/17 TR 89  
START END MILES  
REGULAR FARE  
RATE 1:\$ 25.40  
EXTRA: \$ 0.00  
TOLL: \$ 0.00  
SRCH: \$ 0.00  
TIP: \$ 6.00  
SVCFEE:\$ 0.50  
TOTAL: \$ 31.90  
  
CARD: 0747  
AUTH: 64497P

Date 10/04/17  
Time 00:06:10  
Distance 11.40mi  
FARE.....\$ 30.00  
EXTRAS....\$ 2.25  
TIP.....\$ 0.00  
TOTAL.....\$ 32.25

Master Card *36.00 CASH TIP*  
XXXX XXXX XXXX 0747  
Auth *\$38.025*  
ch\_1B955CGQ3LaAMHFpGGdq

ApD

THANKS

\*NO SIGNATURE REQUIRED\*

4 WAYS TO BOOK A RIDE:  
- Call 832-830-5867

- Download  
jocurb.com/app  
- Promo code RECEIPT

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DFW International Airport, TX to 10412 Noel Dr, Frisco, TX 75035

Drive 31.8 miles, 33 min

### DFW International Airport

2400 Aviation Drive North, DFW Airport, TX 75261

Take International Pkwy, I-635 E, President George Bush Turnpike N and Sam Rayburn Tollway to TX-121 N in Plano. Take the exit toward Hillcrest Rd/Rasor Blvd from Sam Rayburn Tollway

29 min (29.9 mi)

- ↑
 1. Head north on International Pkwy  
▲ Partial toll road  
3.2 mi
- ↘
 2. Take the I-635 exit  
1.4 mi
- ↑
 3. Continue onto I-635 E  
5.5 mi
- ↘
 4. Take exit 29B for President George Bush Tunpike N  
0.8 mi
- ⤴
 5. Merge onto President George Bush Turnpike N  
▲ Partial toll road  
4.5 mi
- ↘
 6. Use the right 2 lanes to take the exit toward TX-121  
▲ Toll road  
0.2 mi
- ↙
 7. Keep left at the fork, follow signs for I-35E N/Denton N  
▲ Toll road  
1.8 mi
- ↘
 8. Keep right to continue toward TX-121  
▲ Toll road  
0.3 mi
- ↘
 9. Keep right at the fork, follow signs for McKinney and merge onto TX-121  
▲ Toll road  
1.9 mi
- ↑
 10. Continue onto Sam Rayburn Tollway  
▲ Toll road  
10.1 mi
- ↘
 11. Take the exit toward Hillcrest Rd/Rasor Blvd  
▲ Toll road  
0.2 mi

Follow TX-121 N and Hillcrest Rd to Noel Dr in Frisco

4 min (1.8 mi)

- ⤴
 12. Merge onto TX-121 N  
0.7 mi

↩ 13. Use the left 2 lanes to turn left onto Hillcrest Rd

1.1 mi

↩ 14. Turn left onto Noel Dr

📍 Destination will be on the right

299 ft

## 10412 Noel Dr

Frisco, TX 75035

These directions are for planning purposes only. You may find that construction projects, traffic, weather, or other events may cause conditions to differ from the map results, and you should plan your route accordingly. You must obey all signs or notices regarding your route.