



Travel Expense Reimbursement



In order to validate your request for processing, you must complete the following:

- Print out this page by clicking the print button above. Take this Cover Page (page has barcode) and supporting documentation, ie. itemized hotel receipts, parking receipts and itemized meal receipts (if required) to your BookKeeper/Secretary.
- BookKeeper/Secretary using the print out page as cover sheet, FAX the support document to **805-1280** to electronically attach the backup to travel reimbursement request.
- BookKeeper/Secretary should retain this cover page and supporting documents in file for audit purpose.
- PLEASE MAKE SURE THIS PAGE IS THE FIRST PAGE WHEN YOU SEND THE FAX AND NO other barcodes appear on your supporting documents as this could interfere with this fax cover's barcode. If your documents contain barcodes, you can black them out with a black marker, or use liquid paper or cover them with any other material.

Failure to complete these steps will cause your request to be cancelled. If you have any questions, please email them to jvilla5@neisd.net at the Accounting Department.



056200027844

Travel Reimbursement ID 27844 (Christina Moreno-004 Travel ID: 56886) Input by: Christina Moreno

Itemized Expenses:

Date	Lodging	Meals	Miles	@ Current Rate	Other	Description	Total
12/03/2015	\$0.00	\$0.00	74	\$42.55	\$0.00	San Antonio to Kerrville, Texas Walmart	\$42.55
12/05/2015	\$0.00	\$0.00	74	\$42.55	\$0.00	Kerrville, Texas to San Antonio, Texas	\$42.55
12/04/2015	\$0.00	\$5.40	24	\$13.80	\$0.00	Texas Lions Camp to Walmart	\$19.20
Total:	\$0.00	\$5.40	172	\$98.90	\$0.00		\$104.30

Total Expense: \$104.30

Less Advance: \$0.00

Due NEISD/DUE Undersigned: \$104.30

Account Code Information:

Account Code	Amount
	Total: \$0.00



Whataburger

Restaurant 207
GM: Ruben Molina
Kerrville, TX 78028
(830)896-3313
338 Junction Hwy
1-800-6Burger

12/4/2015

5:07:35 PM

Order: 208922

Cashier: Brittany C

1 #7 ML-WHATABURGER JR	4.99
NO ONION	0.00
*****	0.00
FRIES	0.00
DRINK	0.00
-----	0.00
SubTotal	4.99
Tax	0.41
Total	5.40
Cash	20.00
Change	14.60

Table Tent # 10

Order 208922

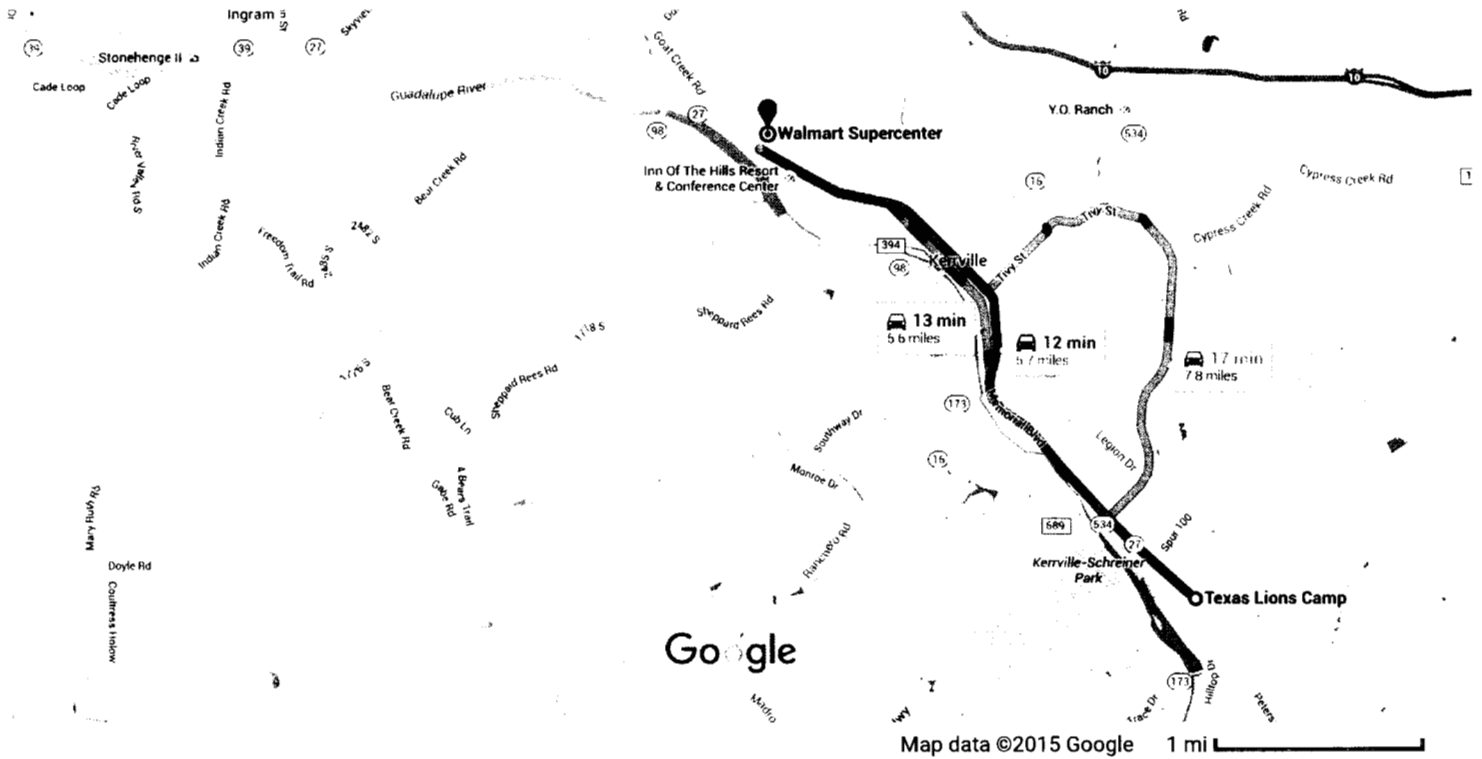
Dine In

Thank you for visiting!

Google Maps

Texas Lions Camp to Walmart Supercenter

Drive 5.7 miles, 12 min



via TX-27 W

10 min without traffic

12 min

5.7 miles



via TX-27 W/Memorial Blvd and Water St

11 min without traffic

13 min

5.6 miles



via TX-534 Loop N and TX-27 W

14 min without traffic

17 min

7.8 miles



via I-10 W

1 h 4 min without traffic

1 h 11 min

66.5 miles



via I-10 W and TX-173 N

1 h 23 min without traffic

1 h 31 min

80.9 miles



via US-281 N

1 h 28 min without traffic

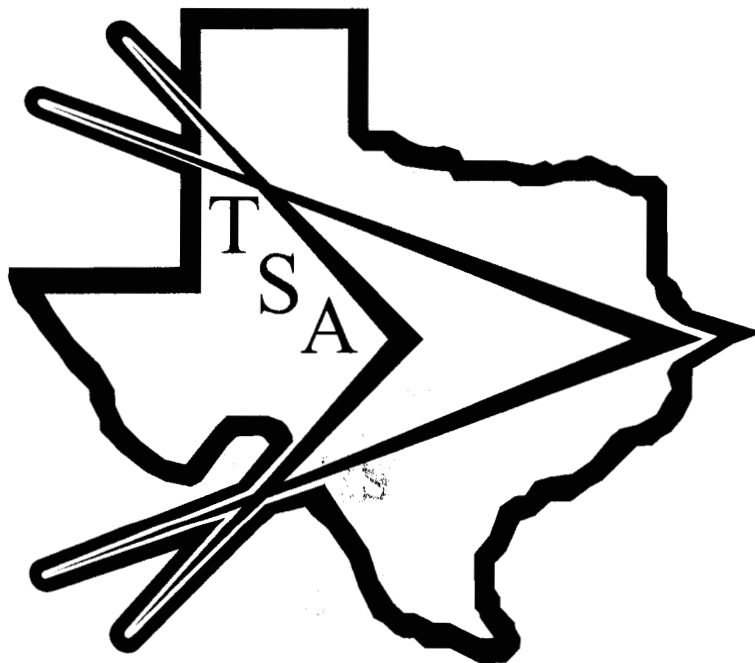
1 h 39 min

78.2 miles

Texas TSA Statewide Leadership Conference

Texas Lions Camp Kerrville, Texas

December 3rd, 4th & 5th, 2015



Thursday, December 3, 2015

State Officers and Leadership team Arrive	1:00 p.m.
(Unless you have a state leadership team member please plan to arrive after 5:00 pm)	
Conference Registration	5:00-7:00 p.m. T L C Dining Hall
<i>A sandwich buffet will be served this year so chapters don't have to leave the camp</i>	
First General Session	7:45-10:00 p.m. Recreation Hall
Advisor Meeting	10:15-10:30 p.m. Recreation Hall Chapter
Presidents Meeting	10:15-11:00 p.m. T L C Dining Hall
Lights out	11:30 p.m.

Friday, December 4, 2015

Presidents Breakfast	7:00-8:00 a.m. T L C Lions Camp Main Office
Breakfast	7:30-8:30 a.m. Dining Hall
Breakfast is a come and go event and will not be served after 8:30. Please make sure you clean up after yourself.	
Second General Session	8:40-9:20 a.m. Recreation Hall
First Breakout Session	9:25-10:05 a.m. (see registration program)
Second Breakout Session	10:10-10:50 a.m. (see registration program)
Third Breakout Session	10:55-11:35 a.m. (see registration program)
Lunch	11:40-1:35 Dining Hall
Fourth Breakout Session	1:40-2:20 p.m. (see registration program)
Fifth Breakout Session	2:25-3:05 p.m. (see registration program)
Sixth Breakout Session	3:10-3:50 p.m. (see registration program)
Clean Up Dining Hall for Testing	3:50-4:15 p.m.
Lone Star/Texan Test	4:20-5:20 p.m. (see registration program)
Dinner	5:30-6:30 p.m. Dining Hall Regatta
Boat Race	7:00-9:00 p.m. Lions Camp Pool
Bingo Night	8:00-10:00 p.m.
Curfew	11:00 p.m.
Lights out	11:30 p.m.

Saturday, December 5, 2015

Breakfast

7:30-8:30 a.m. Dining Hall

Breakfast is a come and go event and will not be served after 8:30.
Please make sure you clean up after yourself.

Third General Session

9:00-Completion

Departure at Close of Third General Session

*We ask that any school that has a short drive please stay to help clean up.

Texas TSA Dress Code

Chapter advisors, chaperones and parents are responsible for making certain that all Texas TSA student members wear official TSA attire, professional TSA attire or business casual TSA attire as occasions may require. Professional TSA attire, and business casual TSA attire are considered appropriate dress for related conference activities and public appearances. Since adults (advisors, parents, chaperones and guest) serve as role models at Texas TSA conferences and activities, they are expected to dress appropriately for related occasions they attend. Conference participants not adhering to the Texas TSA Dress Code will not be permitted to participate in conference activities. Texas TSA dress code requirements listed as follows:

- During general sessions student members may wear Professional TSA attire or business casual TSA attire. Adults must dress appropriately.

Students must follow business casual attire at all times except they are allowed to wear jeans. All jeans must be in good condition with no rips or holes. On Friday night students are allowed to dress more casual during the boat race and bingo but they must be in school appropriate dress.

Business Casual Texas TSA attire (least formal)

Same as professional TSA attire, however a tie is not required, and the shirt or blouse may be a polo or golf shirt. (Unacceptable: T-shirt or shorts)

Conference shirts will be permitted when applicable.

No shorts, sweat suits, jeans, tank tops, muscle shirts, T-shirts or bathing suits are allowed during General Session or any breakout/competitive events sessions. Advertisements for alcoholic beverages, tobacco products, sexually oriented advertising, or illegal substances will be prohibited.

This dress code is updated to align Texas TSA with the National TSA Dress Code standards.

Texas TSA Leadership Conference Dress Code

Chapter advisors, chaperones and parents are responsible for making certain that all Texas TSA student members wear Professional TSA attire, business casual TSA attire or Official Conference Shirts to all functions. Texas TSA will provide a polo for all participants.